

Delcher-Mack-Dilworth

(Worker's full name)

1-10-1940

(Date)

No 201

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County Baltimore City State Maryland
Name of agency or office BUREAU OF MECHANICAL/ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody Room 320 Municipal Bldg.
(Name of building, room number, street address)

1. Title {City of MONTREAL Distributing Conduit}
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1903
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 Roll
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents Consist of Blue print maps of distributing conduits
(Purpose and general nature of record. Principal items of information

City of MONTREAL showing routes of conduits for house
shown/ Summary of forms used in making record, their headings, etc. If a very

To house service in detail maps used by conduit committee
general or miscellaneous record; detailed information as to type of records

for reference purposes.
contained and dates covered by each should be given. Unless contents of those

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement NONE

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing BLUE PRINT MAPS

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 Roll 3"x40" 2 MAPS.

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities BIN No 21 by WEST WALL IN VAULT

(Room, vault, wall--N.E.S.W., section, bin, shelf,

NEXT to Room #102 IN City Hall.

cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

Delcher-Mack-Dilworth 1-15-40 No. 202
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ Baltimore City State Maryland
Name of agency or office Bkr. of Mech. Elec. Service
(Office of custody) (Office which made the record, if different)
Address of office of custody Room # 320, Municipal Bldg.
(Name of building, room number, street address)

1. Title [Maps of Savannah Ga. Telephone System.]
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1899
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Roll
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents Consist of Maps Showing Routes By
(Purpose and general nature of record. Principal items of information
Streets of Telephone System City of Savannah
shown. Summary of forms used in making record, their headings, etc. If a very
Ga. Maps Are Used By Mechanical Electrical
general or miscellaneous record, detailed information as to type of records
Service For Reference.
contained and dates covered by each should be given. Unless contents of those

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued _____

7. Arrangement None
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing Printed Maps
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 Roll 28x34" 2 MAPS
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)

11. Location by dates and quantities Bin 24 By W. Wall in Vault
(Room, vault, wall--N.E.S.W., section, bin, shelf,
Next To Room #102, City Hall Bldg.
cabinet, on floor)

12. Other information _____
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication)

(Date of publication)

Delcher-Mack-Dilworth

(Worker's full name)

(Date)

1-15-1940

(Form identification number)

No 203

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~Delcher~~ Baltimore City State Maryland
Name of agency or office BUREAU of MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody Room 320 Municipal Bldg.
(Name of building, room number, street address)

1. Title "DISTRIBUTING CONDUIT MAPS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1899, 1901, 1914 DATES of MAPS.
(Earliest and latest dates; missing dates. Show exact date of breaks.)

3. Quantity 5 Rolls - 4 Bdl's.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS of MAPS of DISTRIBUTING CONDUITS IN ALL SECTIONS
(Purpose and general nature of record. Principal items of information

of city showing ROUTES AND LOCATIONS by STREETS, HOUSE
shown. Summary of forms used in making record, their headings, etc. If a very

TO HOUSE pole, ARCLIGHTS, POLICE AND FIRE ALARM BOXES
general or miscellaneous record; detailed information as to type of records

AND Lamp post CONNECTIONS.
contained and dates covered by each should be given. Unless contents of these

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement NONE

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing MAPS

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 4 Bdl's 3"X5"X36" EACH APPROX TOTAL 40 MAPS. 2 ROLLS 3"X36" EACH.
(Of record or container. Height, width, thickness or depth. Average number of

1-Roll 4"X50" - 1-Roll 5"X40" - 1-Roll 4"X60" APPROX. 38 MAPS.
pages or documents)

APPROX TOTAL 78 MAPS.

11. Location by dates and quantities IN BIN 25 BY WEST WALL IN VAULT.

(Room, vault, wall--N.E.S.W., section, bin, shelf,

NEAR ROOM 102 CITY hall bldg.
cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-DILWORTH. JAN. 15, 1940. 204
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County Baltimore City State Maryland

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320, MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (DUCT LENGTH MAPS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1900 - - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 8 wood file drawers.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF MAPS OF DUCT LENGTHS IN CITY SHOWING ROUTE
(Purpose and general nature of record. Principal items of information

OF DUCTS AND DISCRPTION OF SAME GIVING STREET LOCATION, DUCT
shown. Summary of forms used in making record, their headings, etc. If a very

MEASUREMENTS AND SCALE, DATE, NUMBER AND COMPASS POINT DIRECTIONS OF MAPS.
general or miscellaneous record, detailed information as to type of records

contained and dates covered by each should be given. Unless contents of these

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued _____

7. Arrangement NUM. BY MAP NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing MAPS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size W.D. FILE.
8 DRAWERS 3 1/2" X 28" X 45" EACH. 134 MAPS.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities IN CABINET BY SOUTH WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,
ROOM 322, MUNICIPAL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Bureau of Mechanical Electrical ServiceAddenda ITEM 4 Room #320 Municipal Bldg.

1	WD, FILE DRAWER	DLS. 1 TO 99	ME. 30-19970
1	" "	" 100 TO 199	" 30-123-19649
1	" "	" 200 TO 299	ME-40-15028
1	" "	" 300 TO 399	M.E. -40-150-14556
1	" "	" 400 TO 499	
1	" "	" 500 TO 599	M.E. 60 TRACINES
1	" "	" 600 TO 699	
1	" NO LABEL		

Delcher-Mack-Dilworth
(Worker's full name)

1-15-1940
(Date)

No 205
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody Room 320 MUNICIPAL Bldg.
(Name of building, room number, street address)

1. Title {Washington D.C. AND MONTREAL CAN. MAPS}
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1898 AND 1903 DATES OF MAPS.
(Earliest and latest dates; missing dates. Show exact date of breaks.)

3. Quantity 2-Rolls.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents Consists of maps of Washington D.C. AND MONTREAL CAN.
(Purpose and general nature of record. Principal items of information.

Showing boundary lines, streets, public buildings,
shown. Summary of forms used in making record, their headings, etc. If a very

WATERWAYS, RAILWAYS, CANALS, PARKS AND PARTS ON
general or miscellaneous record, detailed information as to type of records

NEARBY TOWNS. Also shows scale and date of map.
contained and dates covered by each should be given. Unless contents of those

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued _____

7. Arrangement NONE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
_____ and place cross reference here to that form by title and identification number)
9. Writing MAPS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
_____ and years covered by each kind of writing)
10. Size 1-Roll 1"X18" 1-Roll 2"X24" 2 MAPS EACH ROLL
(Of record or container. Height, width, thickness or depth. Average number of
TOTAL 4 MAPS.
pages or documents)
11. Location by dates and quantities IN BIN #23 by WEST WALL IN VAULT
(Room, vault, wall--N.E.S.W., section, bin, shelf,
NEAR ROOM 102 CITY hall bldg.
cabinet, on floor)
12. Other information _____
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known
_____ to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

DELCHER-PEYTON
(Worker's full name)

9-29-39
(Date)

10206
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

Baltimore City State MARYLAND
Name of agency or office BUREAU of MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody Room #320 Municipal Bldg.
(Name of building, room number, street address)

1. Title "TOPOGRAPHICAL MAPS of 1918 ANNEX"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1923 DATE of Publication.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 Bound Volume
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling TOPOGRAPHICAL MAPS of 1918 ANNEX.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents VOLUME CONTAINS TOPOGRAPHIC MAPS of Baltimore by
(Purpose and general nature of record. Principal items of information
NUMBERED AREA plots REPRESENTING THE ANNEX to Old City
shown. Summary of forms used in making record, their headings, etc. If a very
TERRITORY AS per Act 1918-1 Map shows scale 1 to 2000
general or miscellaneous record; detailed information as to type of records
feet. 64 maps show scale 1 to 200 feet. Also NAME of
contained and dates covered by each should be given. Unless contents of these

SURVEY COMMISSION DATE of Publication NAME of Chief
records are described by other Forms 12-13HR, such forms should be filled out
ENGINEER AND Symbols for Key To Map.
and attached)

6. Contents--continued

7. Arrangement

NUM. BY NUMBER OF MAPS.

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

PRINTED MAP.

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

1-VOLUME 24" X 36" X 3 1/4" TOTAL 65 MAPS.

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

STANDING ON FLOOR BY WALL IN VAULT.

(Room, vault, wall--N/E.S.W., section, bin, shelf,

NEAR ROOM 318 MUNICIPAL Bldg.

cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

Delcher Peyton 9-25-39 No. 207
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

Baltimore City State Maryland
Name of agency or office Bureau of Mechanical/Electrical Service.
(Office of custody) (Office which made the record, if different)
Address of office of custody Room #320, Municipal Bldg.
(Name of building, room number, street address)

1. Title (Mechanical Map of City of Baltimore)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 Date of Publication.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Map
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents Consist of a Detailed Mechanical Map
(Purpose and general nature of record. Principal items of information

of Balto. City Same Has a Street Index
shown. Summary of forms used in making record, their headings, etc. If a very

Giving Numbers For Use On Mechanical
general or miscellaneous record, detailed information as to type of records

Street Finder Tape For Locating Streets On Map.
contained and dates covered by each should be given. Unless contents of these

Map Shows Streets in Balto. City and Has
records are described by other Forms 12-13HR, such forms should be filled out

Colored Symbols Representing Buildings,
and attached)

Boundaries, Stations, Railways, City Institutions,
Suburban and County Boundaries, Clubs, Park

6. Contents--continued Areas, Cemeteries Waterways and
Schools Giving Scale 2 1/2" To The Mile. Map Made By
Harne Bros. Detroit Michigan and is Kept Up
To Date By a Local Agent Draftsman.
7. Arrangement 1 Map On Hanging Spring Roll.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing Self-Contained By Street Index.
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing Printed Map.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 Map 36"x48"
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities Hanging On North Wall in
(Room, vault, wall--N.E.S.W., section, bin, shelf,
N.W. Corner of Room # 320, Municipal Bldg.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Delcher-Mack-Dilworth

1-15-1940

No 208

(Worker's full name)

(Date)

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County Baltimore City State MARYLAND

Name of agency or office BUREAU of MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody Room 320 Municipal Bldg.
(Name of building, room number, street address)

1. Title "Baltimore City Maps"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1894, 1903, 1906 DATES of MAPS.
(Earliest and latest dates; missing dates. Show exact date of breaks.)

3. Quantity 5 Rolls
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents Consists of maps of Baltimore city showing streets,
(Purpose and general nature of record. Principal items of information
boundary lines, RAILWAYS, WATERWAYS, PARKS, Hospitals, City Bldgs,
shown. Summary of forms used in making record, their headings, etc. If a very
CEMETARIES AND HARBORS. Also giving SCALE, DATE AND
general or miscellaneous record, detailed information as to type of records
COMPASS point DIRECTIONS.
contained and dates covered by each should be given. Unless contents of these

records are described by other Forms 12-13HR, such forms should be filled out
and attached)

6. Contents--continued _____

7. Arrangement NONE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing MAPS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 2 ROLLS 2"X72" EACH - 1 ROLL 2"X30" - 1 ROLL 3"X18" -
(Of record or container. Height, width, thickness or depth. Average number of
1 ROLL 3"X36" 2 MAPS EACH ROLL TOTAL 10 MAPS
pages or documents)
11. Location by dates and quantities IN BIN #23 BY WEST WALL IN VAULT
(Room, vault, wall, N.E.S.W., section, bin, shelf,
NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)
12. Other information _____
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints _____
(Author) (Publisher)
(Place of publication) (Date of publication)

Delcher-Mack-Fawcett

(Worker's full name)

12-13-1939

(Date)

No 209

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

Baltimore City State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody Room 320 Municipal Bldg.
(Name of building, room number, street address)

1. Title "Work Orders"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1923-1930
(Earliest and latest dates; missing dates. Show exact date of breaks.)

3. Quantity 27 DRAWERS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF WORK ORDERS FOR ELECTRICAL WORK PERTAINING TO
(Purpose and general nature of record. Principal items of information)

CONSTRUCTION, REPAIRS AND MAINTENANCE OF UNDERGROUND CABLES CONDUITS
shown. Summary of forms used in making record, their headings, etc. If a very

POLES, POLICE BOX, FIRE ALARM BOX AND TRAFFIC SIGNAL BOX CONNECTIONS
general or miscellaneous record, detailed information as to type of records

AND DUCT LINE CHANGES, GIVING LOCATION AND DESCRIPTION OF WORK.
contained and dates covered by each should be given. Unless contents of these

LEDGER ACCT. NO. ORDER NO. CONSTRUCTION NO. SERVICE ORDER NO.
records are described by other Forms 12-13HR, such forms should be filled out

DATED, ORDER, DATE COMPLETED AND SIGNED BY GEN. FOREMAN AND
(and attached)

6. Contents--continued job FOREMAN, IN SOME CASES THERE IS SOME CORRESPONDENCE
RELATIVE TO THE WORK TO BE DONE SUCH AS INTERDEPARTMENTAL
CORRESPONDENCE WITH BUREAU OF HIGHWAYS WHEN PAVING IS TO BE
DISTURBED
7. Arrangement CHRONO. by date of order.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing Hdw. & Typed on printed forms.
(Handwritten, Handwritten printed form, Handwritten printed head, Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 27 DRAWERS 4" X 12" X 15" EACH APPROX 400 ORDERS EACH DRAWER - 2 FILE BOXES
(Of record or container. Height, width, thickness or depth. Average number of
12" X 11 1/2" X 3" EACH APPROX 1000 ORDERS EACH FILE BOX.
pages or documents)
TOTAL APPROX 12800 ORDERS.
11. Location by dates and quantities 2 FILE BOXES IN BOTTOM ROW 4th BIN FROM E WALL by
(Room, vault, wall--N.E.S.W., section, bin, shelf,
SOUTH WALL, AND 27 DRAWERS IN CABINET IN SOUTH WEST CORNER OF VAULT
cabinet, on floor)
NEAR ROOM 318 MUNICIPAL Bldg.
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

ITEM 4.

ROOM 320 MUNICIPAL BLDG.

Addenda - NO 1

1	FILE DRAWER	Completed Orders	1925
1	" " "	" " "	1924
1	" " "	No label	
1	" " "	" "	
1	" " "	Completed Orders	1923
1	" " "	" " "	1926
1	" " "	" " "	1927
1	" " "	No label	
1	" " "	" "	
1	" " "	Order Completed	1928
1	" " "	Letters To + From Highways Eng.	
1	" " "	United Rwy. + Elec. Co.	
1	" " "	Orders Completed	1929
1	" " "	No label	
1	" " "	" "	
1	" " "	" "	
1	" " "	" "	
1	" " "	Misc. defect in Conduit system (Not Serious) To be referred to Constr. Div.	
1	" " "	No label	
1	" " "	" "	
1	" " "	Rodded measurements Recorded	1928
1	" " "	" " "	" "
1	" " "	No label	
1	" " "	" "	
1	" " "	1930 Reports	
1	" " "	1927 Current orders	
1	" " "	No label	
2	FILE BOXES	NO. LABEL	

DELCHER-MACK-KILROY NOV. 13, 1939 No. 210
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (ORDER FOR WORK)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both

2. Dates 1933 - - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-Bundle
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF ORDER FOR WORK MADE BY ELECTRICAL
(Purpose and general nature of record. Principal items of information

CONSTRUCTION ENGINEER FROM WHICH WORK ORDER SHOWN
shown. Summary of forms used in making record, their headings, etc. If a very
ON SERIAL NO. 211 ORIGINATES. ORDER SHOWS DATE,
general or miscellaneous record, detailed information as to type of records

SUBJECT, TO WHOM, DESCRIPTION OF WORK, LEDGER ACCT, CHARGE
contained and dates covered by each should be given. Unless contents of these

TO AND AUTHORIZATION, BOTTOM OF ORDER SHOWS DETAILED
records are described by other Forms 12-13HR, such forms should be filled out

LIST OF WORK DONE GIVING WORK CLASSIFICATION, AND REMARKS,
and attached)

6. Contents--continued CONSTRUCTION ORDER NO., ACCOUNT NO., SERVICE ORDER NO., AND SIGNATURES OF GENERAL AND JOB FOREMAN.
SEE ATTD FORM FOR VERIFICATION.
7. Arrangement NUM. BY ORDER NO. CHRONO BY DATE OF ORDER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HOW ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1-BUNDLE 3" X 8" X 11" 960 ORDERS.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities IN DRAWER IN CONSTRUCTION ENGINEERS
(Room, vault, wall--N.E.S.W., section, bin, shelf,
DESK IN S.W. COR. ROOM 322 MUNICIPAL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Setia/# 210

CITY OF BALTIMORE
Bureau Of Mechanical - Electrical Service

Order for Work

Date _____

Subject: _____

To Mr. _____

Please _____

Ledger Account _____

Charge to: _____

Authorization _____

Lineal Feet Constructed		Arc Light Connections		No.
Manholes Built	No.	Pole Connections		No.
Hand Boxes Built	No. 1 No. 2	House Connections		No.
Distribution Boxes	No.	Fire Alarm Connections		No.
Trolley Pole Connections	No.	Police Call Box Connections		No.
Traffic Signal Connections	No.	Junction Boxes		No.

Remarks _____

Construction Order No. _____

Account No. _____

Service Order No. _____

Signed _____

Signed _____

General Foreman

Foreman

DELCHER-MACK-KILROY
(Worker's full name)

NOV. 13, 1939
(Date)

No 211
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY

State MARYLAND

Name of agency or office BUREAU OF MECHANICAL-ELECTRICAL SERVICE.
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "CONSTRUCTION WORK ORDER"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1909 TO DATE.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 BUNDLES - 15 FILE BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF ORDERS FOR CONSTRUCTION WORK, THESE ORDERS
(Purpose and general nature of record. Principal items of information

ORIGINATE FROM CONSTRUCTION ENGINEERS ORDER FOR WORK
shown. Summary of forms used in making record, their headings, etc. If a very

SHOWN ON SERIAL NO. 210 AND SHOW DIVISION NAME, APPROP
general or miscellaneous record, detailed information as to type of record

RIATION ACCT. NO., APPROPRIATION NAME, C.W.O. NO., CONTRACT NO.,
contained and dates covered by each should be given. Unless contents of these

LEDGER CLERK, PRD, ACCT. NO., WORK TO BE STARTED, WORK TO
records are described by other Forms 12-13HR, such forms should be filled out

BE COMPLETED, DATE, LOCATION, PROJECT, DETAILED DESCRIPTION
and attached)

6. Contents--continued OF WORK, QUANTITIES, DETAILED PROPERTY TO BE
INSTALLED OR ABANDONED, COMPLETED BY -- DATE COMPLETED,
ISSUED BY (NAME OF CONSTRUCTION ENGINEER) & APPROVED BY (NAME
OF BUREAU HEAD) SEE ATTD COPY FOR VERIFICATION.
7. Arrangement NUM. BY ORDER NO. CHRONO. BY DATE OF ORDER,
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TYPED ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 DRAWER 9" X 11" X 26" - 15 FILE BOXES 3 1/2" X 9" X 12" EACH
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
2 BDLs 2 1/2" X 8 1/2" X 11" EACH - 1 BDL 3 1/2" X 8 1/2" X 11" - 1 BDL,
3 1/2" X 9" X 12" EACH.
11. Location by dates and quantities 4 BDLs IN BIN 14 BY SOUTH WALL AND
(Room, vault, wall--N.E.S.W., section, bin, shelf,
14 FILE BOXES IN BIN 15 BY SOUTH WALL IN VAULT NEAR ROOM 102
cabinet, on floor)
CITY HALL BLDG - 1 DRAWER IN CABINET S.W. COR. ROOM 322 MUNICIPAL BLDG,
12. Other information RE
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

DELCHER-MACK-KILROYBUREAU OF MECHANICAL ELECTRIC SERVICE

ITEM 4

ROOM #320 MUNICIPAL BUILDINGADDENDA - VAULT IN HALLWAY NEXT TO ROOM 102 CITY HALL

1	BDL	LABELED	1 To 657 - JAN. 4-1909 To DEC. 31-1909.
1	"	"	1 To 727 - JAN. 4-1910 To DEC. 31-1910.
1	"	"	1 To 674 - JAN. 3-1911 To DEC. 31-1911.
1	"	"	1 To 1040 - JAN. 1-1912 To DEC. 31-1912
1	FILE BOX	"	2087 To 2259 = OCT. 8-1914 To DEC. 31-1914 - 1 To 372 - JAN. 1 To DEC 31-1915.
1	FILE BOX	"	NO. 1. ORDERS 1916 NOS. 1 To 500
1	"	"	NO. 2 " 1916 " 501 To 1000
1	"	"	NO. 3, " 1916 " 1001 To 1500
1	"	"	NO. 4 " 1916 " 1501 To 1662
1	"	"	NO. 5 " 1917 " 1663 To 2000
1	"	"	NO. 6 " 1917 " 2001 To 2500
1	"	"	NO. 7 " 2501 To 2799
1	"	"	NO. 8 " 2800 To 3199
1	"	"	NO. 9 " 3200 To 3600
1	"	"	NO. 10 " 3601 To 4200
1	"	"	NO. 11 " 4201 To 5000
1	"	"	NO. 12 " 5001 To 5275
1	"	"	NO. 13 " 1922 - 101 To 741
1	"	"	N. 14 " 1923 - 101 To 155
1	DRAWER	"	CURRENT ORDERS 1933 - COMPLETED ORDERS 1933

DIVISION OF _____

CONSTRUCTION WORK ORDER

Serial # 211

APPRO. ACCT. NO. _____ APPROPRIATION _____ C.W.O. NO. _____

CONTRACT NO. _____ LEDGER CLERK _____ PROG. ACCT. NO. _____

WORK TO BE STARTED _____ WORK TO BE COMPLETED _____ DATE _____

LOCATION _____

PROJECT _____

(This Form is made up in 4 Copies)

DETAILED DESCRIPTION OF WORK

This Copy
Remains in Conduit Div.
Constr. Eng. File.

QUANTITIES

DETAILED PROPERTY TO BE INSTALLED OR ABANDONED

Other 3 Copies go To Controls and
Accounts Dept. upon Completion of
Work.

COMPLETED BY _____ ISSUED BY _____ CONSTRUCTION ENGINEER

DATE COMPLETED _____ APPROVED _____ BUREAU HEAD

TO DEPARTMENT FILE

4

Delcher-Mack-Fawcett 11-30-39 212
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County Baltimore City State Maryland
Name of agency or office Bureau of Mechanical Electrical Service
(Office of custody) (Office which made the record, if different)
Address of office of custody Room # 320 Municipal Bldg.
(Name of building, room number, street address)

1. Title (Permits To Tap City Sewers)
(Give present full title in quotes; assigned title, if any, in brackets).

If record has had other titles, list them with dates or quantities or both)

2. Dates 1899-1912
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 File Box Containing Approx. 200 Permits.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling Permits
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents Records Consist of Permits To Tap City
(Purpose and general nature of record. Principal items of information

Sewers, Change Crown of Brick Sewer To
shown. Summary of forms used in making record, their headings, etc. If a very

Blast and To Open Street and Transits
general or miscellaneous record, detailed information as to type of records

in Various Locations. Attached To Permits
contained and dates covered by each should be given. Unless contents of these

Are Departmental Notes Consisting of Proposed
records are described by other Forms 12-13HR, such forms should be filled out
Plans of Bureau of Mechanical Electrical Service,
and attached)

6. Contents--continued

7. Arrangement

Chrono. By Date of Permit.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

None
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

Typed On Printed Form.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

1 File Box 12" x 11 1/2" x 5" Approx 200 PERMITS
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

Bin #16 By South Wall in Vault
(Room, vault, wall--N.E.S.W., section, bin, shelf,

cabinet, on floor)

Near Room 102 City Hall Bldg.

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

Delcher Mack Fawcett 12-6-39 213
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

Baltimore City State Maryland
Name of agency or office Bureau of Mechanical Electrical Service
(Office of custody) (Office which made the record, if different)
Address of office of custody Room #320 Municipal Bldg.
(Name of building, room number, street address)

1. Title (Minutes of Meetings of Electrical Commission)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates June 20, 1895 To Aug. 12, 1897.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Book.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents Records Consist of Records of Meetings
(Purpose and general nature of record. Principal items of information
of Electrical Commission in Pursuance To
shown. Summary of forms used in making record, their headings, etc. If a very
Ordinance No. 107 Creating The Electrical
general or miscellaneous record, detailed information as to type of records
Commission Showing Name of Engineer Appointed
contained and dates covered by each should be given. Unless contents of these
and Salary Per Year and AND MINUTES OF VARIOUS
records are described by other forms 12-13HR, such forms should be filled out
Meetings Held Pertaining To Organization
and attached)

6. Contents--continued of The Electrical Commission.
7. Arrangement Chrono. By Date of Recorded Meetings.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing Handwritten On Ruled Pages.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 Book 8" x 10 1/2" x 1/2" Approx. 100 pages.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities In Safe in Electrical Engineers
Office Room # 320 Municipal Bldg.
(Room, vault, wall--N.E.S.W., section, bin, shelf
cabinet, on floor)
12. Other information Revised
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

Delcher - Mack-Fawcett 11-30-39. 214
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

Country Baltimore City State Maryland
Name of agency or office Bureau of Mechanical Electrical Service,
(Office of custody) (Office which made the record, if different)
Address of office of custody Room #320 Municipal Bldg.
(Name of building, room number, street address)

1. Title (Statement Estimates and City Ordinances)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1899 To 1901 Incl.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 File Case.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents Records Consist of Statements Pertaining
(Purpose and general nature of record. Principal items of information
To Electrical Material Used and On Hand,
shown. Summary of forms used in making record, their headings, etc. If a very
Estimates For Various Types of Material
general or miscellaneous record, detailed information as to type of records
To Be Used in Electrical Construction Work
contained and dates covered by each should be given. Unless contents of these

AND Electrical Ordinances and Amendments.
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement

Chrono. By Date of Record
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

None
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

Typed and Handwritten on Blank Paper.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

1 File Box 12"x10"x5" Approx. 75 Documents.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

Bin #16 By South Wall in Vault
(Room, vault, wall, N.E.S.W., section, bin, shelf,

Keer Room #102 City Hall Bldg.
cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

Delecher-Peyton 10-2-39

(Worker's full name)

(Date)

(Form identification number)

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WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County Baltimore City State Maryland
Name of agency or office Bureau of Mechanical Electrical Service.
(Office of custody) (Office which made the record, if different)
Address of office of custody Room #320 Municipal Bldg.
(Name of building, room number, street address)

1. Title (Permits To Install Lamplight Shades & Frosted Globes)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates May 1938 Oct. 1938 Incl.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Bundle.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF PERMITS TO INSTALL Frosted Globes
(Purpose and general nature of record. Principal items of information

in Lamplights and Lamp Shades. Same
shown. Summary of forms used in making record, their headings, etc. If a very

Represents Cases Where Taxpayers Have
general or miscellaneous record, detailed information as to type of records

Requested That Frosted Globes or Shades
contained and dates covered by each should be given. Unless contents of these

Be Installed and Permit Has Been Granted.
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement

None
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

None
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

Handwritten and Typed on Printed Forms.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

1 Bundle 4" x 5" x 8". Approx. 900 permits.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

6th Bin From West Wall 2nd.
(Room, vault, wall--N.E.S.W., section, bin, shelf,

Row From Top By North Wall in Vault Near
cabinet, on floor)

Room #318 Municipal Bldg.

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

Delcher Mack-Fawcett 11-30-39 216
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County Baltimore City State Maryland
Name of agency or office Bureau of Mechanical Electrical Service
(Office of custody) (Office which made the record, if different)
Address of office of custody Room #320 Municipal Bldg.
(Name of building, room number, street address)

1. Title (APPLICATION FOR PERMIT TO INSTALL GASOLINE TANK)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates Nov. 24, 1919 To June 2, 1920.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 File Box.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling Gasoline Tanks Nov. 1919 To Jan. 1, 1920 Incl.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents Records Consists of Inter-Departmental
(Purpose and general nature of record. Principal items of information
Notes Referring To Application Made For PERMIT
shown. Summary of forms used in making record, their headings, etc. If a very
TO INSTALL Gasoline Tanks. The Notes
general or miscellaneous record, detailed information as to type of records
Show The Contents of The Original Application.
contained and dates covered by each should be given. Unless contents of these

Notices Are Forwarded To Bureau of Mech. Elec.
records are described by other Forms 12-13HR, such forms should be filled out
Service For Approval and Same Are Stamped
and attached)

6. Contents--continued Accordingly, Subject To The Rights of Removal in The Event That Some Interferes With Future Conduit Construction.
7. Arrangement Chrono. By Date of Application.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)
9. Writing Typed On Inter-Departmental Letter Heads.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)
10. Size 1 File Box 12"x15"x2 3/4". Approx. 300 Applications
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
11. Location by dates and quantities Bin #9 By South Wall in Vault. Near Rooms #102 City Hall Bldg.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHEP-MACK-FAWCETT 12-13-39 217
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BAITIMORE CITY. State MARYLAND.
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE.
(Office of custody) (Office which made the record, if different)
Address of office of custody Room #320, Municipal Bldg.
(Name of building, room number, street address)

1. Title (WORK ORDERS FOR TROLLEY POLE CONNECTIONS.)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1902-1914
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 FILE BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling TROLLEY POLE CONNECTIONS 1902 to 1914
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents RECORDS CONSIST OF WORK ORDERS FOR TROLLEY POLE
(Purpose and general nature of record. Principal items of information
CONNECTIONS CHARGED TO UNITED RAILWAY & ELECTRIC COMPANY.
shown. Summary of forms used in making record, their headings, etc. If a very
IN SOME CASES FORCE ACCOUNTS ARE ATTACHED TO WORK ORDERS.
general or miscellaneous record, detailed information as to type of records
RECORDS SHOW ORDER NUMBER, DATE, SUBJECT, DESCRIPTION
contained and dates covered by each should be given. Unless contents of these
OF WORK TO BE DONE, APPROVED, STAMPED. FORCE ACCOUNTS
records are described by other Forms 12-13HR, such forms should be filled out
SHOW LABOR CHARGES ETC. FOR WORK DONE
and attached)

6. Contents--continued

7. Arrangement

CHRON. BY DATE OF ORDER

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

SELF-CONTAINED, LETTERED, TABBED PAGES (NOT USED)

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

TYPED & HANDWRITTEN ON PRINTED FORMS

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

2 FILE BOXES 12"X12"X3 EACH. APPROX 2800 ORDERS.

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

BIN # 45 BY SOUTH WALL IN VAULT

(Room, vault, wall--N.E.S.W., section, bin, shelf,

NEAR ROOM # 102 CITY HALL BLDG.

cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELCHER - MACK - FAWRETT DEC. 1, 1939 218
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

- County BALTIMORE CITY State MD.
- Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
- Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)
1. Title (IMPRESSION COPIES OF PAVING ORDERS)
(Give present full title in quotes; assigned title, if any, in brackets.)
If record has had other titles, list them with dates or quantities or both
2. Dates JAN 2, 1906 - OCT 13, 1914.
(Earliest and latest dates; missing dates. Show exact date of breaks)
3. Quantity 2 VOLUMES.
(Number of volumes; file drawers; file boxes; bundles; other)
4. Labeling 1 VOLUME LABELED PAVING ORDERS NO. 0
1 " " " " NO. 1
(Explain fully; years; numbers; letters; number of records so labeled)
5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)
6. Contents CONSISTS OF IMPRESSION COPIES OF ORIGINAL PAVING
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records, contained and dates covered by each should be given. Unless contents of these records are described by other forms 12-13HR, such forms should be filled out and attached)
ORDERS FROM CHIEF ELECTRICAL ENGINEER TO CITY
ENGINEER, SHOWING DATE OF ORDER, NUMBER, TO
WHOM ADDRESSED, LOCATION OF PAVING TO BE DONE,
CONSTRUCTION ORDER NO. AND SIGNED BY CHIEF
ELECTRICAL ENGR.

6. Contents--continued

7. Arrangement CHRON BY DATE OF ORDER. NUM. BY ORDER NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)

9. Writing IMPRESSION COPIES
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)

10. Size 2 VOLUMES 14" X 10" X 2" EACH. APPROX 1205
(Of record or container. Height, width, thickness or depth. Average number of
COPIES OF PAYING ORDERS.
pages or documents)

11. Location by dates and quantities BIN NO. 9 BY WEST WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,
VAULT ROOM, NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-MACK-FAWCETT DEC. 1, 1939. 219.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (CONDUIT SYSTEM WORK ORDERS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1906 — 1914
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 24 FILE BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF WORK ORDERS RELATIVE TO CONDUIT
(Purpose and general nature of record. Principal items of information

SYSTEM AND CONNECTIONS SHOWING DATE OF ORDER,
shown. Summary of forms used in making record, their headings, etc. If a very

SUBJECT, DETAILED DESCRIPTION OF WORK, (FIXING LOCATION
general or miscellaneous record, detailed information as to type of records

OF WORK, ASST ENGR'S ORDER NO. M.E. (BLUE PRINT NO.),
contained and dates covered by each should be given. Unless contents of those

PERMIT NO. AND SIGNATURE OF PARTY AUTHORIZING
records are described by other Forms 12-13HR, such forms should be filled out

WORK. COPY OF ORDER ATT'D.
and attached)

6. Contents--continued _____

7. Arrangement CHRON. BY DATE OF ORDER. NUM. BY ORDER NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED BY LETTERED PAGES. (NOT USED)
(Self-contained--describe what it shows. If separate, fill out a form for it)

_____ and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

_____ Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

_____ and years covered by each kind of writing)

10. Size 24 FILE BOXES 12" X 12" X 3" EACH. TOTAL
(Of record or container. Height, width, thickness or depth. Average number of

APPROX. 7358 ORDERS.
pages for documents)

11. Location by dates and quantities ON TOP OF FILE CABINET BY
(Room, vault, wall--N.E.S.W., section, bin, shelf,

NORTH WALL IN VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information _____
(Condition of record if not good. Relation to other records.

_____ Information on prior, subsequent, or similar records. Whether record is known

_____ to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____ (Author) (Publisher)

_____ (Place of publication)

_____ (Date of publication)

#219

July 2nd-1918.

Arc Light Connection.

Yallon:-

Please have a connection built to A.L. pole W-side of Reisterstown
Road 127.0' N North of North C/L of Mahutan Ave.

SF 423

Asst Engr Order # 251 6-29-18

M.E. 535

Permit #-

L.D.

BUREAU OF MECHANICAL ELECTRICAL SERVICE

Addenda

Room #320 Municipal Bldg

1	FILE BOX LABELLED	NO. 7-ORDERS-1906-APR-MAY-JUNE-JULY-AUG NOS. 1028 TO 1226
1	" "	NO 8 " 1906-SEPT-OCT-NOV-DEC 1227 TO 1299 AND 1 TO 86
1	" "	NO 9 " 1907-JAN-FEB-MAR-APR-MAY 67 TO 338
1	" "	NO 10 " 1907-JUNE-JULY-AUG-SEPT-OCT-NOV-DEC 339-629
1	" "	COMPLETED ORDERS 1912
1	" "	ARC, 1912 COMPLETE
1	" "	COMPLETED ORDERS 1913 - 1 TO 399
1	" "	" " 1913 - 400 TO 799
1	" "	" " 1913 - 800 - 1099
1	" "	" " 1913 - 1100 - 1499
1	" "	" " 1913 - 1500 - 1999
1	" "	" " 1913 - 2000
1	" "	1913 - 1 TO 1425
1	" "	1913 - 1426 TO 2500
1	" "	COMPLETED ORDERS 1913 - 1 TO 499
1	" "	" " 1913 - 500 TO 999
1	" "	" " 1913 - 1000 TO 1499
1	" "	COMPLETED ORDERS 1913 - 1500 TO 1899
1	" "	" " 1913 - 1900
1	" "	1914 - 1 TO 499
1	" "	1914 - 500 TO 999
1	" "	1914 - 1000 TO 1400
1	" "	1914 - 1500 TO 1999
1	" "	1914 - 2002

DELCHER-MACK-KILROK
(Worker's full name)

NOV. 13, 1939
(Date)

220
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE City CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE.
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (COMPLETED WORK RECORD CARD)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1904 TO 1915 INCL. 1926 TO 1936 INCL.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 DRAWERS AND 22 FILE BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SFE ADDENDA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records YEARS 1916 TO 1925 INCL. CANNOT
(If record discontinued, give reason and state

BE LOCATED.

whether same information shown in another record. Explain why records are

SYSTEM DISCONTINUED AS OF 1936.
missing, if possible)

6. Contents CONSISTS OF RECORD CARD FOR COMPLETED WORK.
(Purpose and general nature of record. Principal items of information

CARD SHOWS LOCATION OF WORK, WORK ORDERED, CHARGED TO,
shown. Summary of forms used in making record, their headings, etc. If a very

ORDER NO. FILE, REMARKS, DATE WORK BEGUN, FOREMANS
general or miscellaneous record, detailed information as to type of records

AND
NAME, CLASSIFICATION OF WORK.
contained and dates covered by each should be given. Unless contents of these

BACK OF CARD SHOWS PAVING RECORD GIVING CONSTRUCTION
records are described by other forms 12-13HR, such forms should be filled out

ORDER NO. CHARGE TO, PAVING ORDER NO, LOCATION,
and attached)

6. Contents--continued OVER, SOFT, AND OTHER NOTED INFORMATION,
SEE ATTD CARD FOR FURTHER DETAILS,
7. Arrangement ALPHA, BY STREET NAME
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing SELF CONTAINED BY LETTERED TABBED CARDS,
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TYPED & HNW ON PRINTED CARD
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 4 DRAWERS 6 1/2" X 8 1/2" X 17" EACH. APPROX TOTAL 2500 CARDS.
(Of record or container. Height, width, thickness or depth. Average number of
92 FILE BOXES 6" X 9" X 13" EACH. APPROX. TOTAL 19600 CARDS.
pages or documents)
TOTAL APPROX. 22100 CARDS.
11. Location by dates and quantities 22 FILE DRAWERS IN CABINET BY NORTH
(Room, vault, wall--N.E.S.W., section, bin, shelf,
WALL IN VAULT NEAR ROOM 102 CITY HALL BLDG, AND 4
cabinet, on floor)
DRAWERS IN CABINET ON TABLE S.W. COR. ROOM 322 MUNICIPAL BLDG,
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-MACK-FAWCETT.

BUREAU OF MECHANICAL/ELECTRICAL SERVICE.

ADDENDA ITEM 4 ROOM #320 MUNICIPAL Bldg.

/	FILE DRAWER LABELED	1905
/	" "	1906
/	" "	1907
/	" "	1908
/	" "	1909
/	" "	1910
/	" "	CURRENT 1910-1911-1912
/	" "	COMPLETED 1911
/	" "	" 1912
/	" "	" 1912
/	" "	" 1913
/	" "	" 1913
/	" "	" 1913
/	" "	" 1913
/	" "	CURRENT 1914
/	" "	COMPLETED A. To E. 1914
/	" "	" F. To L. 1914
/	" "	" M. To Z. 1914
/	" "	1915
/	" "	NO LABEL
/	" "	NO "
/	" "	NO "

BUREAU OF MECHANICAL ELECTRICAL SERVICE

CONDUIT DIVISION

ADDENDA ITEM# ROOM # 322-MUNICIPAL BLDG

1	DRAWER LABELED.	CURRENT	1933-1934
1	" "	CURRENT ORDERS	1932-1933
1	" "	" "	1929-1932
1	" "		1935-1936

ORDER DATE *Serial # 327*
REC'D BY
PAYMASTER *2/15/34*

LOCATION *Over trunk line in front of 1218 N. Caroline St.*

WORK ORDERED *replace defective cement block*

CHARGED TO *O & M (32-9)*

ORDER No.

FILED AS

REMARKS

GENERAL REMARKS

29

CONSTRUCTION REPORTS SHOW: WORK BEGUN

BY FOREMAN

MOVING CONSTRUCTION

HAULING DUCT

HAULING MATERIAL

HAULING DIRT

RODDING

MEASURING

BRICK PAVING

ORDER RET'D

(OVER)

BY

HAULING MATERIAL COMPLETED

HAULING DIRT

RODDING

MEASURING

BRICK PAVING

STATING WORK

(SIGN)

ON

PAVING

CONST.
ORDER NO.

CHARGE TO

LETTER

REMARKS:

PAVING
ORDER NO.

LOCATION

OVER

APPROX.
SQ. FT.DATE
REPTD.C.E.

L.

W.

CLASS

10 OPR 9-11-13 W. LEXINGTON DITCH
11 " 9 - " " "

4-10-21 26.0 3.0 VIT. BRCA
" 5.0 5.0 "

VOID

(OVER)

DELCHER - MACK - FAWCETT DEC 13, 1939 221
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

BALTIMORE CITY State MD
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "REPAIR ORDERS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1910 - 1915
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FILE BOX AND 3 BUNDLES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling REPAIR ORDERS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents SHOWING
CONSISTS OF REPAIR ORDER & DATE ORDER RECEIVED,
(Purpose and general nature of record. Principal items of information)

WHO FROM AND TO, DATE REPAIRS COMPLETED,
shown. Summary of forms used in making record, their headings, etc. If a very

ARTICLE REPAIRED, MATERIAL USED, LETTER AND NUMBER
general or miscellaneous record, detailed information as to type of records

AND TIME OF REPAIRMAN AND SIGNATURE OF
contained and dates covered by each should be given. Unless contents of these

PARTY MAKING REPORT.
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF ORDER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 FILE BOX 12"X12"X3" - APPROX 2200 ORDERS 3 BUNDLES
(Of record or container. Height, width, thickness or depth. Average number of

1/2" X 9" X 14" EACH APPROX. TOTAL 250 ORDERS
pages or documents)

GRAND APPROX. TOTAL 2450 ORDERS.

11. Location by dates and quantities 1 FILE BOX IN BIN NO. 24 BY SOUTH WALL AND
(Room, vault, wall--N.E.S.W., section, bin, shelf,

3 BDLs. IN CABINET NO. 5 BY WEST WALL IN VAULT ROOM NEAR
cabinet, on floor)

ROOM 102 CITY HALL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-DILWORTH - FEB. 8, 1940. 222
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

CITY BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "SHOP ORDER"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1937 ONLY
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 5 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF INTER-DEPARTMENTAL SHOP ORDERS
(Purpose and general nature of record. Principal items of information

FOR WORK TO BE DONE OR MATERIAL TO BE FURNISHED BY
shown. Summary of forms used in making record, their headings, etc. If a very

SHOPS SHOWING DATE, ACCOUNT NO., W.D. NO., CAR NO.,
general or miscellaneous record, detailed information as to type of records

ORDER NO., FOREMAN, SHOP LETTER, BUREAU, DESCRIPTION OF
contained and dates covered by each should be given. Unless contents of these

WORK TO BE DONE SIGNED BY PARTY ISSUING ORDER.
records are described by other forms 12-13HR, such forms should be filled out

ALSO CONTAINS REPORT OF INSPECTOR GIVING DATE AND
and attached)

6. Contents--continued INSPECTOR'S NAME, BOTTOM OF ORDER SHOWS
DESCRIPTION OF WORK PERFORMED, DATE COMPLETED AND
SIGNED BY FOREMAN.
7. Arrangement NUM. BY NO. OF ORDER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HdW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 5 BDLs. 3" X 7" X 9" EACH. APPROX. 1000 ORDERS
(Of record or container. Height, width, thickness or depth. Average number of
Each. APPROX. GRAND TOTAL 5000 ORDERS.
pages or documents)
11. Location by dates and quantities IN TOP OF CABINET IN S.E.
(Room, vault, wall--N.E.S.W., section, bin, shelf,
CORNER OF ROOM ON TOP FLOOR OF SHOP BLDG
cabinet, on floor)
FAY ST. YARD.
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

SHOP ORDER

No. 13452

DATE 8-4-37
FOREMAN J. Cain ACCOUNT 41-N2
SHOP B W. O. NO. 1279
BUREAU MECH. ELECT. CAR NO. 93 NEW

DESCRIPTION OF WORK TO BE PERFORMED LETTER, FURNISH
SPARE TIRE, PUT IN SERVICE.

ISSUED BY J. CainREPORT OF INSPECTOR [Signature]DATE [Signature] SIGNED [Signature]DESCRIPTION OF WORK PERFORMED Letter furnish
spare tire, put in serviceDATE COMPLETED 8/10/37SIGNED J. Cain

FOREMAN

TRIPLICATE

#592

DELPER - MACK - KILPAT (Worker's full name) NOV. 8, 1939. (Date) 223. (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "WORK ORDER"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 - - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 ORDER BOOK
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

PRIOR RECORDS DESTROYED ACCORDING TO MR. MCCOY,
whether same information shown in another record. Explain why records are

PLANT MANAGER
missing, if possible)

6. Contents CONSISTS OF WORK ORDER ISSUED BY PLANT
(Purpose and general nature of record. Principal items of information

MANAGER AT INCINERATOR NO. 2.
shown. Summary of forms used in making record, their headings, etc. If a very

ORDER SHOWS ORDER NO. ACCOUNT NO. TO FOREMAN,
general or miscellaneous record, detailed information as to type of records

LOCATION OF WORK, NATURE OF WORK, COMPLAINANT,
contained and dates covered by each should be given. Unless contents of these

DATE AND TIME OF ORDER AND SIGNATURE OF PLANT
records are described by other forms 12-13HR, such forms should be filled out

MANAGER. ORDER ALSO SHOWS REPORT OF INSPECTOR,
and attached)

6. Contents--continued GIVING DATE, TIME, AND INSPECTORS
NAME. WHEN WORK HAS BEEN FINISHED THE FOREMAN IN
CHARGE COMPLETS THE RECORD BY SHOWING DISCRPTION
OF WORK, PAYING PERMIT NO. DATE STARTED & FINISHED. SEE FORM ATT'D.
7. Arrangement NUM. BY ORDER NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HOW ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 BOOK 9" X 6 1/2" X 1/4" CONTAINING 25 WORK
(Of record or container. Height, width, thickness or depth. Average number of
ORDERS (COPIES)
pages or documents)
11. Location by dates and quantities ON DESK BY WEST WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,
OFFICE OF INCINERATOR NO 2, PHILADELPHIA ROAD.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BUREAU OF MECHANICAL - ELECTRICAL SERVICE

WORK ORDER

No 750

ACCOUNT 223FOREMAN Mr. E. L. Shaps ACCOUNT 258-7LOCATION Chloro-naphthaleneNAME Incinerator ADDRESS Phila RdNATURE OF WORK Turn in 70 gal 1 1/2 x 2 x 16' Diesel Br.COMPLAINANT Dr. C. M. JonesDATE July 3-39 TIME ISSUED BY J. M. J.REPORT OF INSPECTOR Rec'd 6/14/39DATE TIME SIGNED INSPECTOR DESCRIPTION OF WORK PAVING PERMIT DATE STARTED TIME DATE COMPLETED TIME BILL WORK: YES NO SIGNED FOREMAN

TRIPLICATE

DELICHER-MACK-KILROY NOV. 8, 1939. 924.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "WORK ORDER"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1934 TO MARCH 1936 INCL.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-BUNDLE.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF WORK ORDER ISSUED BY MANAGER
(Purpose and general nature of record. Principal items of information

OF LIGHTING DIVISION AT FAY ST. YARD.
shown. Summary of forms used in making record, their headings, etc. If a very

THIS IS THE SAME FORM AS DESCRIBED IN SERIAL NO.
general or miscellaneous record, detailed information as to type of records

223. SEE THAT SERIAL FOR DETAILS OF CONTENTS.
contained and dates covered by each should be given. Unless contents of these

COPY OF FORM HERewith.
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement CHRON. BY DATE OF ORDER - NUM. BY ORDER NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 BDL. 2" X 6 1/2" X 9" APPROX. TOTAL 1100 ORDERS.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities ON TOP OF CABINET BY SOUTH
(Room, vault, wall--N.E.S.W., section, bin, shelf,

WALL IN LIGHTING DIVISION STORE ROOM GAY ST.
cabinet, on floor)

YARD.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

BUREAU OF MECHANICAL - ELECTRICAL SERVICE

#224

WORK ORDER

N^o 4955ACCOUNT 131.9FOREMAN C. Russell ACCOUNT _____LOCATION Gay St. Yard

NAME _____ ADDRESS _____

NATURE OF WORK Repair Tools for Month of MarchDATE 3-2-36 TIME _____ COMPLAINANT _____ISSUED BY L. Leonard

REPORT OF INSPECTOR _____

DATE _____ TIME _____ SIGNED _____

INSPECTOR

DESCRIPTION OF WORK _____

DATE STARTED _____ TIME _____ DATE COMPLETED _____ TIME _____

BILL WORK: YES _____ NO _____ SIGNED _____

FOREMAN

TRIPPLICATE

DELCHER-MACK-KILROK NOV. 8, 1939. 225.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "WORK ORDER"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1933 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF WORK ORDER ISSUED BY HEAD OF CONDUIT
(Purpose and general nature of record. Principal items of information

DIVISION OF BUREAU OF MECHANICAL ELECTRICAL SERVICE.
shown. Summary of forms used in making record, their headings, etc. If a very

THIS IS THE SAME FORM AS DESCRIBED IN SERIALS NOS. 223+
general or miscellaneous record, detailed information as to type of records

224 SEE SERIAL NO. 223 FOR DESCRIPTION OF CONTENTS.
contained and dates covered by each should be given. Unless contents of these

COPY OF FORM ATT'D HEREWITH
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement

CHRONO. BY DATE OF ORDER.

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

TYPED ON PRINTED FORM.

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

1 Bdl. 3 1/2" X 4 1/2" X 8" APPROX. TOTAL 1100 ORDERS.

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

IN DRAWER IN CABINET IN CENTRAL

(Room, vault, wall--N.E.S.W., section, bin, shelf,

OF ROOM 322 MUNICIPAL BLDG.

cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

BUREAU OF MECHANICAL - ELECTRICAL SERVICE

WORK ORDER

No

8

Serial 225

183

ACCOUNT _____

FOREMAN _____ ACCOUNT _____

LOCATION _____

NAME _____ ADDRESS _____

NATURE OF WORK _____

COMPLAINANT _____

DATE _____ TIME _____ ISSUED BY _____

REPORT OF INSPECTOR _____

DATE _____ TIME _____ SIGNED _____

INSPECTOR

DESCRIPTION OF WORK _____

PAVING PERMIT _____

DATE STARTED _____ TIME _____ DATE COMPLETED _____

BILL WORK: YES _____ NO _____ SIGNED _____

TRIPLICATE

DELCHER - MACK - DILWORTH FEB. 2, 1940. 221
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

BALTIMORE CITY State MD.
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title " INTERDEPARTMENTAL WORK ORDER "
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1937 - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF INTERDEPARTMENTAL WORK ORDER SHOWING
(Purpose and general nature of record. Principal items of information

ORDER NO., DATE, DEPT., ADDRESS, QUANTITY, DESCRIPTION,
shown. Summary of forms used in making record, their headings, etc. If a very
DETAILS OF AGREEMENT REACHED AS TO PRICE, TERMS ETC.,
NUMBER OF ACCOUNT WORK IS TO BE CHARGED TO, NAME
general or miscellaneous record, detailed information as to type of records

OF PARTY ISSUING ORDER AND NAME OF PARTY APPROVING
contained and dates covered by each should be given. Unless contents of these

SAME. SEE COPY OF FORM ATT'D.
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement NUM. BY ORDER NO. (NOT CONSEQUETIVE)
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HOW & TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 DRAWER 12" X 16" X 24" Approx. Total 4800
(Of record or container. Height, width, thickness or depth. Average number of

ORDERS.
pages or documents)

11. Location by dates and quantities IN CABINET IN S.E. CORNER
(Room, vault, wall--N.E.S.W., section, bin, shelf,

SHOP OFFICE GAY ST. YARD.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

CITY OF BALTIMORE

BUREAU OF SewersORDER N^o 5802

INTERDEPARTMENTAL WORK ORDER

BALTIMORE, MD., 8/25 1937TO Mech 'Elect' ServiceADDRESS Gay St Yard

PLEASE FURNISH, SUBJECT TO INSPECTION AND APPROVAL, FOR USE OF THIS BUREAU.

ORIGINAL

TO BE RETURNED WITH BILL

QUANTITY

DESCRIPTION

SHOW DETAILS IN REGARD TO AGREEMENT REACHED COVERING PRICE, TERMS, ETC.

all Mr. Christopher
Truck #92 1/2 Balts for front springVOIDD13626CHARGE TO ACCOUNT No. 41B-2ORDERED BY Engel B. Smith

WORK ORDER No. _____

APPROVED BY _____

#226

CITY OF BALTIMORE

BUREAU OF

ORDER No 2863

INTERDEPARTMENTAL WORK ORDER

BALTIMORE MD

ORIGINAL

TO BE RETURNED WITH BILL

PLEASE FURNISH SUBJECT TO INSPECTION AND APPROVAL FOR USE OF THIS BUREAU

DESCRIPTION

WORK ORDER IN REGARD TO AGREEMENT REACHED CONCERNING PRICE, TERMS, ETC

QUANTITY

CHARGE TO ACCOUNT NO

ORDERED BY

APPROVED BY

WORK ORDER NO

DEICHER - MACK - DILWORTH FEB. 2, 1940. 227
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 330 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "WORK ORDER"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 DRAWER.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

PREVIOUS ORDERS DESTROYED.
whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF LIGHTING DIVISION WORK ORDER
(Purpose and general nature of record. Principal items of information

SHOWING LOCATION OF WORK, REMARKS, WORK
shown. Summary of forms used in making record, their headings, etc. If a very

ORDERED BY, REFERRED TO, WORK DONE BY, AND
general or miscellaneous record, detailed information as to type of records

INSPECTED BY, REPORT OF DEFECTIVE WORK AND
contained and dates covered by each should be given. Unless contents of these

MATERIALS USED IS NOTED ON REVERSE SIDE OF
records are described by other Forms 12-13HR, such forms should be filled out

ORDER. SEE COPY OF FORM ATTD.
and attached)

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF ORDER
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HOW ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 DRAWER 4" X 11" X 22" APPROX. TOTAL 200 ORDERS.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities IN CABINET IN N.W. CORNER OF
(Room, vault, wall--N.E.S.W., section, bin, shelf,

LIGHTING DIVISION OFFICE AT GAY ST. YARD.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

GAS - ELECTRIC

BUREAU OF MECHANICAL - ELECTRICAL SERVICE

LIGHTING DIVISION

227

WORK ORDER

Location

N. E. Hollon Road - Yorkshire Driv

Remarks

Need Ruko

2 Hollon Road

2 Yorkshire Driv

Ordered By

Caldwell

7/7/39

Referred To

Ayer

Work Done By

J. Hsgun

7/15/40

Inspected By

Note: Use reverse side to report any defective work found, also for all material needed.

Hollon Rd out

DELCHER-PEYTON

10-25-39

No 228

(Worker's full name)

(Date)

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

Country Baltimore City State MARYLAND
Name of agency or office BUREAU of MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody Room 320 MUNICIPAL Bldg.
(Name of building, room number, street address)

1. Title {EMPLOYEE'S RETIREMENT Application Copy}
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1926 — —
(Earliest and latest dates; missing dates. Show exact date of breaks.)

3. Quantity 1- Folder
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents FOLDER CONTAINS APPLICATION COPIES FOR RETIREMENT of BUR.
(Purpose and general nature of record. Principal items of information)

MECH. ELEC. SERVICE EMPLOYEES. THE APPLICATION SHOWS NAME EMPLOYEE
shown. Summary of forms used in making record, their headings, etc. If a very

VARIOUS CITY DEBTS WORKED, DATES FROM AND TO, AND SALARY PER YEAR RATE
general or miscellaneous record, detailed information as to type of records

CERTIFICATE SHOWS NAME OF EMPLOYEE, SALARY AND PENSION FUND DEDUCTIONS
contained and dates covered by each should be given. Unless contents of these

AND ACCT. NO. TALLY SHEETS SHOW EMPLOYEE NAMES, DEBT EMPLOYEES NO.
records are described by other Forms 12-13HR, such forms should be filled out

AMOUNT of SALARY PER YEAR AND PENSION FUND DEDUCTIONS
and attached)

SEE ATTACHED FORMS. NOTE FORM IS NOT THE IDENTICAL FORM REFERRED TO IN
THE APPLICATIONS ON THIS FORM. THE ONLY DIFFERENCE IS THAT THE OLD FORM

6. Contents--continued WAS REPLACED BY THE ONE ATTACHED AND HAS THE SAME INFORMATION ONLY THE OTHER FORM WAS ON PAPER AND THIS ONE IS ON CARD BOARD. DIFFERENCE IN SIZE.
7. Arrangement Alphabetic by NAME of EMPLOYEE.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)
9. Writing HW on PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)
10. Size 1-FOLDER 1"X10"X15" APPROX. TOTAL 200 Appli.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
11. Location by dates and quantities 2nd ROW FROM TOP IN 5th BIN FROM EAST WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
by SOUTH WALL IN VAULT. NEAR ROOM #318 MUNICIPAL bldg.
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

EMPLOYEES' RETIREMENT SYSTEM OF THE CITY OF BALTIMORE
BALTIMORE, MARYLAND.

#228

....., 19

Department

Bureau Payroll Code

In re: Certification of rate of deduction for

..... Reg. No.

The rate per centum of the deduction from compensation to be made by the above-named employee is certified to you by the Board of Trustees of the Employees' Retirement System of the City of Baltimore as per centum, group

On the basis of the employee's present earnable compensation of \$ per the amount of the deduction is \$ This amount should be deducted from the compensation of this employee beginning with the first payroll period wholly subsequent to, 19, and continued on every payroll thereafter until the earnable compensation is changed or a new rate is certified by the Board of Trustees.

Should the compensation of the employee be increased, the rate per centum will remain the same, but the amount of the deduction will necessarily be increased proportionately.

Auditors handling the payroll of this employee should change the amount of deduction from compensation as the employee's earnable compensation changes. Persons making the change should bear in mind that under the law the amount of deductible compensation for the payroll period for any employee must always be based on the compensation earnable by the employee on the first day of the period for which the deduction is to be made and changes taking effect other than that day should be disregarded until the next payroll period.

This rate of deduction is certified by the Board of Trustees in accordance with the law establishing the Employees' Retirement System of the City of Baltimore, which requires that deductions shall be made from the compensation of members of the retirement system.


Secretary

EMPLOYEES' RETIREMENT SYSTEM OF THE **CITY OF BALTIMORE**

TO THE BOARD OF TRUSTEES:

In order that I may be properly enrolled in the Employees' Retirement System of the City of Baltimore, I have carefully and truthfully filled out the following form. I understand that the full amount of deductions from my compensation for annuity purposes, with compound interest at the rate provided for in the ordinance governing the Retirement System, will be returned to me if I leave the service without a retirement benefit, or will be paid to my beneficiary if I die from ordinary causes.

#228

No.

Ret. No.....

With No.....

Term No.....

1	Name (Please Print Name)		8	Check by (X) Sex Male [] Female []	
2	Home address		Data re possible beneficiaries. If either parent not living, write word "deceased" in space.		
			Beneficiary	Name	Date of Birth Mo. Day Year
			9	Self	
3	Department	Badge No.	10	Wife or Husband	
	Bureau or Office		11	Children living younger than 18 years.	
	Institution				
	Commission				
4	Title as it appears on payroll				
5	Rate of Compensation Received \$.....per { day week half-month month year } [] With Maintenance [] Without Maintenance				
	Present rate of maint. allowance, if any.....% of salary per year.				
6	Date you began your present continuous service in department.		12	Father	
7	Check by (X) Marital Condition Single [] Married [] Widowed [] Divorced []		13	Mother	

14 The above statements are true to the best of my knowledge and belief.

(Signature of Applicant).....

15	Partial Withdrawals Record			16	Record of Changes in Beneficiaries		
	Loan No.	Date	Amount		Date of Change	Name	Relationship
1							
	Settled						
2							
	Settled						
3							
	Settled						
4							
	Settled						
5							
	Settled						

17	Membership Status	Group	Age	Payroll Period	Amount Earnable	Rate	Amount Deductible
Certification							
Entered by							
Checked by							
18	By	Date	Payroll Period	Amount Earnable	Rate	Amount Deductible	
Recertifications							

19. DESIGNATION OF BENEFICIARY.

I, the undersigned, do hereby designate.....whose address is
(Give name of beneficiary)

.....and whose relationship to me is.....
(Give address of beneficiary)

as the beneficiary to whom I request the Board of Trustees of the Employees' Retirement System of the City of Baltimore to pay in the event of my death before retirement on pension, the total amount of the accumulated contributions standing to my credit in the retirement system.

I further designate.....whose address is.....
(Give name of beneficiary)

.....and whose relationship to me is.....
(Give address of beneficiary)

as the beneficiary to whom I request the Board of Trustees to pay the ordinary death benefit payable on my account should I die in active service.

(Only a person having an insurable interest in your life, such as a member of your family or relative, or a creditor. If no beneficiary is named payment will be made to estate.)

I further designate....., whose address is.....

and whose relationship with me is father as the beneficiary to whom I request the Board of Trustees to pay the accidental death benefit (in lieu of the ordinary life insurance benefit) which would accrue to me should I die as the result of an accident in the performance of duty, and leave no widow or child under the age of eighteen years surviving me.
mother,

NOTE:—Under the provisions of the Ordinance creating the Employees' Retirement System the accidental death benefit must be paid to surviving widow or child under the age of eighteen years. The above election will hold good only in the event of your accidental death, in line of duty, leaving no widow or child under the age of eighteen years surviving you.

State of..... City of.....

Signature

On this..... day of..... 19....., personally appeared before me the said

named..... to me known and known to me to be the person described in and who executed the foregoing instrument and he (or she) acknowledged that he (or she) executed the same, and being duly sworn by me, made oath that the statements in the application are true.

(Signature of Notary Public).....

Notary Public.

{ If you have an official seal affix it }

After you fill in the information desired in items 1 to 14, and in item 19, you should acknowledge your signature before a Notary Public.

Delcher-Peyton 10-23-39 No. 229
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County Baltimore City State Maryland
Name of agency or office Bureau of Mechanical Electrical Service.
(Office of custody) (Office which made the record, if different)
Address of office of custody Room #320, Municipal Bldg.
(Name of building, room number, street address)

1. Title "1922 Survey of Municipal Conduit System"
(Give present full title in quotes; assigned title, if any, in brackets.)
If record has had other titles, list them with dates or quantities or both)
2. Dates 1922 Only
(Earliest and latest dates; missing dates. Show exact date of breaks)
3. Quantity 1 Loose Leaf Binder.
(Number of volumes; file drawers; file boxes; bundles; other)
4. Labeling 1922 Survey of Municipal Conduit System By Chas F Boob Chief Engr.
(Explain fully; years; numbers; letters; number of records so labeled)
5. Discontinued and missing records None
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF Photographs and
(Purpose and general nature of record. Principal items of information
Notations Pertaining To a Survey of Main
shown. Summary of forms used in making record, their headings, etc. If a very
Conduits in City of Balto. Made By Chief
general or miscellaneous record, detailed information as to type of records
Engineer OF ELECTRICAL COMMISSION
contained and dates covered by each should be given. Unless contents of these

SHOWING LOCATION BY STREETS OF CONDUIT
records are described by other Forms 12-13HR, such forms should be filled out
SYSTEM.
(and attached)

6. Contents--continued

7. Arrangement

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

(Room, vault, wall--N.E.S.W., section, bin, shelf,

cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-FAWCETT DEC. 6, 1939. 230
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "CONDUIT RENTAL RECEIPTS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1900 — 1912
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 VOLUME.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF ENTRIES SHOWING RECEIPTS.
(Purpose and general nature of record. Principal items of information

BY MONTH AND YEAR FOR RENTAL OF CONDUIT SPACE,
shown. Summary of forms used in making record, their headings, etc. If a very

GIVING NAME OF FIRM AND AMOUNT RECEIVED
general or miscellaneous record, detailed information as to type of records

FROM EACH FIRM MONTHLY AND YEARLY,
contained and dates covered by each should be given. Unless contents of those

AND A SUMMARY BY YEARS BY FIRM NAMES.
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued _____

7. Arrangement CHRONO. BY DATE OF RECEIPT - ALPHA BY NAME OF FIRM.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED BY LETTERED TABBED PAGES
(Self-contained--describe what it shows. If separate, fill out a form for it,

SHOWING FIRM NAME
and place cross reference here to that form by title and identification number)

9. Writing HOW ON PRINTED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 VOLUME 14"X9" X 1" TOTAL 175 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities IN CABINET NO. 1 BY WEST
(Room, vault, wall--N.E.S.W., section, bin, shelf,

WALL IN VAULT ROOM NEAR ROOM 102 CITY
cabinet, on floor)

HALL BLDG.

12. Other information _____
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication)

(Date of publication)

Delcher Peyton 10-2-39

(Worker's full name)

(Date)

No. 231
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County Baltimore City State Maryland
Name of agency or office Bureau of Mechanical Electrical Service.
(Office of custody) (Office which made the record, if different)
Address of office of custody Room #320, Municipal Office Bldg.
(Name of building, room number, street address)

1. Title "Lamp Fines Ledger"
(Give present full title in quotes; assigned title, if any, in brackets.)
If record has had other titles, list them with dates or quantities or both)
2. Dates 1924 — 1934
(Earliest and latest dates; missing dates. Show exact date of breaks)
3. Quantity 1 Bound Volume
(Number of volumes; file drawers; file boxes; bundles; other)
4. Labeling L.H. Dept. 1924 To 1934
(Explain fully; years; numbers; letters; number of records so labeled)
5. Discontinued and missing records None
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF LEDGER SHOWING LAMP FINES COLLECTED
(Purpose and general nature of record. Principal items of information

By Days and Month. Page Heading Title is
shown. Summary of forms used in making record, their headings, etc. If a very
"Lamp Outages For The Month Ending." Gives
general or miscellaneous record, detailed information as to type of records

Name of Month and Year. It Shows in Left-Hand Column For
contained and dates covered by each should be given. Unless contents of these

Classification The Name of Various Types Lamp Entries Are
records are described by other Forms 12-13HR, such forms should be filled out

Made Daily in The Dated Column For Day of Entry On Line
(and attached)

Corresponding To Proper Classification; Items Are Totaled At
The End of The Month Showing Total Amounts of Fines Collect-
able. Fines Represent Refunds For Cases Where Lights Were Out

6. Contents--continued and Where Certain Lights Were Discontinued For Various Reasons Temporarily. Refunds Were Receivable From The Company Supplying Current To The Lights Represented.

7. Arrangement Chrono. By Date of Entry.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing Hdw. and Typed On Printed Ruled Pages.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 Volume 15"x19"x1 3/4" CONTAINING 200 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities In 5th Bin From West Wall;
(Room, vault, wall--N.E.S.W., section, bin, shelf,

in 5th Row By North Wall in Vault, Near
cabinet, on floor)

Room 318 Municipal Office Bldg.

12. Other information Ledger Discontinued 1934.
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER - PEYTON OCT. 29, 1939 232
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (NOTIFICATION OF COMPLETED WORK TO WRECKED LAMP LIENTS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1934 TO JULY 1, 1938
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 21 TRANSFER CASES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF NOTIFICATIONS BY CONS. GAS & ELEC. CO.
(Purpose and general nature of record. Principal items of information

AND AMERICAN ST. LIGHTING CO. TO THE EFFECT THAT CERTAIN
shown. Summary of forms used in making record, their headings, etc. If a very

WORK HAS BEEN COMPLETED. NOTICE RELATES TO
general or miscellaneous record, detailed information as to type of records

WRECKED OR DEFECTIVE LAMPS SHOWING DATE WORK
contained and dates covered by each should be given. Unless contents of these

COMPLETED, LOCATION, TYPE OF SERVICE, AND IN SOME
records are described by other Forms 12-13HR, such forms should be filled out

CASES CORRESPONDENCE REGARDING WORK IS ATTACHED
and attached)

6. Contents--continued TO NOTIFICATIONS.

7. Arrangement ALPHA BY STREETS.

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORMS & LETTER HEADS.

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 21 TRANSFER CASES 13" X 9" X 3 1/2" EACH. TOTAL

(Of record or container. Height, width, thickness or depth. Average number of

APPROX. 10000 NOTIFICATIONS.

pages or documents)

11. Location by dates and quantities IN 3DBIN FROM EAST WALL 4TH

(Room, vault, wall--N.E.S.W., section, bin, shelf,

ROW FROM TOP BY NORTH WALL IN VAULT NEAR ROOM

cabinet, on floor)

318 MUNICIPAL BLDG.

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

Bureau of Mechanical - Electrical Service

ITEM 4

Addenda Vault by Room #318 Municipal Bldg. # 232

1	Case labeled	Completed Work Orders Jan. 1934 to Dec. 1934 A.L. Co. & G. & E. Co.
1	"	Completed notices A.L. Co. - G. & E. Co. Jan. 1, 1934 - Dec. 31, 1934
1	"	Wrecked G. & E. Lamps A-1934 to H-1934, incl.
1	"	" " " " I-1934 to Z-1934, incl.
1	"	Notices to A.L. Co. & G. & E. Co. Wrecks Jan. 1935
1	"	Completed G. & E. Co. Work Orders - Jan. 1, 1935 to Dec. 31, 1935
1	"	Wrecked G. & E. Co. Lamps A-1935 to K-1935, incl.
1	"	L-1935 to Z-1935
1	"	Notice of Work Orders from A.L. Co. G. & E. Co. ^{July 31, 1935} Jan. 1, 1935 to
1	"	" " " " G. & E. Co. Oct. 1, 1935 - June 30, 1936
1	"	G. & E. Co. notice of Work Orders July 1, 1936 - Dec. 31, 1936
1	"	A.L. Co. & G. & E. Co. notices of wrecked lamps - ^{Dec. 31, 1936} Mar. 1, 1936 to
1	"	Wrecks G. & E. Co. A-1936 to G-1936, incl.
1	"	" " " " H-1936 to Z-1936
1	"	Completed G. & E. Co. Work Orders, Jan. 1, 1936 to Dec. 31, 1936
1	"	Work Orders for G. & E. Co. lamps A-H incl 1937 installed - ^{Disc. lamps.} Transf
1	"	" " " " " " I-Z, 1937 ^{Disc. lamps} " "
1	"	A.L. Co. & G. & E. Co. Jan. 1, 1937 - Dec. 31, 1937.
1	"	G. & E. Co. notices of Work Orders. Jan. 1, 1937 - June 30, 1937
1	"	Notices of A.L. Co. & G. & E. Co. Work Order Jul. 1, 1937 - Dec. 31, 1937
1	"	" " " " " " " " " " ^{Incl} Jan. 1, 1938 - June 30, 1938

Delcher-Mack-Dilworth 1-17-40 No. 233
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

Baltimore City State Maryland
Name of agency or office Bureau of Mechanical/Electrical Service
(Office of custody) (Office which made the record, if different)
Address of office of custody Room #320, Municipal Bldg.
(Name of building, room number, street address)

1. Title "Photographs"
(Give present full title in quotes; assigned title, if any, in brackets.
If record has had other titles, list them with dates or quantities or both)

2. Dates 1911 Only
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-Drawer
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents Records Consist of Photos of Overhead
(Purpose and general nature of record. Principal items of information
Wiring in Various Sections of City Showing
shown. Summary of forms used in making record, their headings, etc. If a very
Damage Done By Snow.
general or miscellaneous record, detailed information as to type of records

contained and dates covered by each should be given. Unless contents of these
records are described by other Forms 12-13HR, such forms should be filled out
and attached)

6. Contents--continued

7. Arrangement

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

1-Drawer 6"x22"x60" CONTAINING MOUNTED PHOTOS.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

In Cabinet By South Wall
(Room, vault, wall--N.E.S.W., section, bin, shelf,

in Room #322, Municipal Office Bldg.
cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

Delcher-Peyton (Worker's full name) 10-18-39 (Date) No. 234 (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

Baltimore City State Maryland
Name of agency or office Bureau of Mechanical Electrical Service
(Office of custody) (Office which made the record, if different)
Address of office of custody Room #320 Municipal Bldg.
(Name of building, room number, street address)

1. Title (Electrical Commission Photographs of Broken Conduit.)
(Give present full title in quotes; assigned title, if any, in brackets.)
If record has had other titles, list them with dates or quantities or both)

2. Dates 1914-1915
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 Looseleaf Binder.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents Binder Contains Photographs of Broken Underground Conduits in Various Sections of City Showing Location and Dates.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to type of records

contained and dates covered by each should be given. Unless contents of these

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement

None
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

None
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

Photographs and Hdw. On Photos.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

1-LOOSE LEAF BINDER 12"X9"X1" TOTAL 78 photographs.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

Top Row - 1st Bin From E. Wall
(Room, vault, wall--N.E.S.W., section, bin, shelf,

By South Wall in Vault.
cabinet, on floor)

Room #318 Municipal Office Bldg.

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

Delcher-Mack-Dilworth 12-27-1939 No. 235
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County Baltimore City State Maryland
Name of agency or office Bureau of Mechanical Electrical Service.
(Office of custody) (Office which made the record, if different)
Address of office of custody Room 320, Municipal Office Bldg.
(Name of building, room number, street address)

1. Title "Photographs"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1900 - 1909
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 Bundles
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents Photographs Consist of 87 Mounted
(Purpose and general nature of record. Principal items of information

Photos. Showing Various Locations in City
shown. Summary of forms used in making record, their headings, etc. If a very
Before and After Overhead Wires Were Removed.
general or miscellaneous record, detailed information as to type of records

contained and dates covered by each should be given. Unless contents of these

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued _____

7. Arrangement None
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)

9. Writing Photos
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)

10. Size 2 Bundles 4"x11"x14" Each
(Of record or container. Height, width, thickness or depth. Average number of
Total 87 photo's.
pages or documents)

11. Location by dates and quantities In Cabinet No. 4 By West
(Room, vault, wall--N.E.S.W., section, bin, shelf,
Wall in Vault. Next To Room
cabinet, on floor)
*102 City Hall.

12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

Delcher Peyton Mack 11-3-39 No. 236
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

Baltimore City State Maryland
Name of agency or office Bureau of Mechanical/Electrical Service.
(Office of custody) (Office which made the record, if different)
Address of office of custody Room #320, Municipal Bldg.
(Name of building, room number, street address)

1. Title (Truck Transportation Time Tickets)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1926 - 1927
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 File Boxes.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents File Boxes Contain Time Tickets Relative
(Purpose and general nature of record. Principal items of information
To Time of Truck and Chaffetter On Job. Record
shown. Summary of forms used in making record, their headings, etc. If a very
Shows Date, Order No., Location, Truck No.,
general or miscellaneous record, detailed information as to type of records
Truck Tonnage, Chaffetter's Name, Time On
contained and dates covered by each should be given. Unless contents of these
Job, From and To, Space For Foreman's Signature
records are described by other forms 12-14HR, such forms should be filled out
and Distance Run During Time Specified
and attached)

6. Contents--continued On Ticket.

7. Arrangement

Chrono. By Date of Tickets.

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

Self-Contained BY LETTERED TABBED PAGES.

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

Hdw. On Printed Forms.

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

2 File Boxes 3" x 11 1/2" x 12" Each.

(Of record or container. Height, width, thickness or depth. Average number of

Total Approx. 4000 Tickets.

pages or documents)

11. Location by dates and quantities

Bottom Row 4th Bin From

(Room, vault, wall--N.E.S.W., section, bin, shelf,

E. Wall By South Wall in Vault Near Room

cabinet, "on floor")

#318 Municipal Bldg.

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DEIPHER-MACK-KILBOK NOV. 9, 1939. 238
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

BALTIMORE CITY State MARYLAND.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG
(Name of building, room number, street address)

1. Title " DAILY LABOR & MATERIAL REPORT "
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1931 - 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 DRAWERS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF DAILY LABOR AND MATERIAL REPORT MADE
(Purpose and general nature of record. Principal items of information

BY CONDUIT DIVISION. FACE OF REPORT IS CONFINED TO LABOR
shown. Summary of forms used in making record, their headings, etc. If a very

SHOWING ORDER NO., DATE, LETTER AND NUMBER OF WORKMAN,
general or miscellaneous record, detailed information as to type of records

CLASS OF LABOR, HOURS, RATE, COST, LOCATION OF WORK, TOTAL HOURS,
contained and dates covered by each should be given. Unless contents of these

TRUCK HIRE AND SIGNATURE. REVERSE SIDE OF REPORT IS
records are described by other Forms 12-13HR, such forms should be filled out

CONFINED TO MATERIAL AND SHOWS CLASSIFICATION OF WORK
and attached)

6. Contents--continued AS TO CONDUIT LINES, MANHOLES, AND FOOTWAYS,
GIVING ITEMIZED LIST OF MATERIAL USED UNDER EACH CLASSIFICATION,
AND REMARKS.
7. Arrangement CHRON. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HQW. & TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 DRAWER 11 1/2" X 16" X 28" - 1 DRAWER 3 1/2" X 29" X 3 1/2"
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
TOTAL BOTH DRAWERS APPROX. 7100 REPORTS.
11. Location by dates and quantities 2 DRAWERS IN CABINET IN CENTER
(Room, vault, wall--N.E.S.W., section, bin, shelf,
OF ROOM 322 MUNICIPAL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

S1776-8

BC Mack / Elec 234

Record missing not found in original folder

S 15776-8

BC Meek / Elec 235

secret mislead not found
in original folder

S1776-8

BC Mech & Elec 236

record missing; not found in
original folder

81776-8

Bc Mack / Bde 237

record missing; not found in original folder

51776-8

BC Mach / Elec

238

record missing not found in original folder.

DEICHER - PEYTON
(Worker's full name)

OCT. 10, 1939
(Date)

239
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "DAILY LABOR AND MATERIAL REPORT"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates MAR. 1938 - DEC 1939 1936 - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-FILE DRAWER 48 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF DAILY LABOR AND MATERIAL REPORT MADE
(Purpose and general nature of record. Principal items of information

BY LIGHTING DIVISION OF BUREAU OF MECHANICAL ELECTRICAL
shown. Summary of forms used in making record, their headings, etc. If a very

DIVISION. THIS IS THE SAME REPORT AS DESCRIBED IN SERIAL
general or miscellaneous record, detailed information as to type of records

NO. 238, SEE THAT SERIAL FOR DESCRIPTION OF CONTENTS,
contained and dates covered by each should be given. Unless contents of these

SEE COPY OF FORM ATTACHED
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued _____

7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HW. & TYPED ON PRINTED REPORT.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 FILE DRAWER 6"X14"X27" APPROX 3000 REPORTS
(Of record or container. Height, width, thickness or depth. Average number of
48 Bdl's 6"X5"X14" EACH TOTAL APPROX 55000 REPORTS.
pages or documents)
11. Location by dates and quantities 48 BDL'S. IN 5TH AND 6TH BINS 3 DRAW
(Room, vault, wall--N.E.S.W., section, bin, shelf,
FROM TOP BY SOUTH WALL AND 1 FILE DRAWER IN CABINET
cabinet, on floor).
IN S.E. CORNER OF VAULT ROOM NEAR ROOM 318 MUNICIPAL BLDG.
12. Other information _____
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

ORDER No. _____

DAILY LABOR AND MATERIAL REPORT

DATE _____

LOCATION _____

SIGN _____

MATERIAL

		CONDUIT LINE		MANHOLES			FOOTWAYS		
		SIZE	PIECES	SIZE	NO.	LENGTH	SIZE	NO.	LENGTH
TERRA COTTA									
FIBRE (STRAIGHT)									
FIBRE (BENDS)									
HAND BOXES NO. 1									
HAND BOXES NO. 2									
DUCT COMES									
BURLAP									
CASTINGS									
SLABS									
NAILS									
NIPPLES									
IRON PIPE (FT.)									
CEMENT (BAGS)									
SAND (TONS)									
GRAVEL (TONS)									
BRICK	PAVING								
	ARCH								
	¾ RD.								
REINFORCING RDS.									
COAL OIL	GALS.								
LUBRI. OIL	GALS.								
GASOLINE	GALS.								
LUMBER	FEET								
STICKUM	GALS.								
DUCT PLASTER									

DELCHER - MACK - KILROF

BUREAU OF MECHANICAL ELECTRICAL SERVICE

CONDUIT DIVISION

239.

ADDENDA ITEM 4

[illegible]

DELPHER - PEYTON
(Worker's full name)

OCT. 18, 1939.
(Date)

240.
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "DAILY LABOR AND SALVAGE REPORT"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1928 - 1932
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 6 TRANSFER CASES - 2 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF DAILY LABOR AND SALVAGE REPORT OF INCINERATOR SHOWING
(Purpose and general nature of record. Principal items of information

DATE, HOURS WORKED, RATE OF PAY, TOTAL COST FOR LABOR, COST FOR TRUCK
shown. Summary of forms used in making record, their headings, etc. If a very

HIRE, KIND OF MATERIAL SALVAGED, QUANTITY, WEIGHT, TOTAL TONNAGE
general or miscellaneous record, detailed information as to type of records

RECEIVED, TOTAL TONNAGE SALVAGED, CONDITION OF RUBBAGE SALVAGED
contained and dates covered by each should be given. Unless contents of these

TOTAL COST OF SALVAGE, TOTAL COST PER TON, TOTAL NUMBER OF EMPLOYEES
records are described by other Forms 12-13HR, such forms should be filled out

WORKING, KIND OF WEATHER, TIME SHUT DOWN, REMARKS AND SIGNATURE
and attached)

6. Contents--continued OF FOREMAN.
7. Arrangement CHRONO BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HOW ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 6 TRANSFER CASES 12" X 9" X 4" EACH. TOTAL APPROX 1700 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents) 2 BDLs 1 1/2" X 9" X 1 1/2" EACH. TOTAL APPROX. 745 REPORTS.
APPROX TOTAL 2445 REPORTS.
11. Location by dates and quantities 2 BDLs IN 1ST BIN FROM EAST WALL TOP
(Room, vault, wall--N.E.S.W., section, bin, shelf,
ROW BY SOUTH WALL AND 6 TRANSFER CASES ON TOP OF CABINET
IN S.E. CORNER OF VAULT ROOM NEAR ROOM 318 MUNICIPAL BLDG.
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

#240

Addenda ITEM 4 Vault in Hallway near Room Municipal Bldg.

1	Case labeled	Daily labor & Salvaged Reports incinerator #1-Jan. 1, 1930-Dec 1930
1	" " "	" " " " " " " Jan. 1, 1929-Dec. 31, 1930
1	" " "	" " " " " " " Mar. 1928-Dec. 31, 1928
1	" " "	" " " " " " " #2 Jan. 1, 1930-Dec. 31, 1930
1	" " "	" " " " " " " #2 Jan. 1, 1929-Dec. 31, 1929
1	" " "	" " " " " " " #2 Mar. 1928-Dec. 31, 1928
2	BUNDLES	NOT LABELED

DELCHER - PAYTON
(Worker's full name)

OCT. 20, 1939
(Date)

241
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "DAILY SALVAGE REPORT"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates APRIL 1928 - DEC. 31, 1929
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 TRANSFER CASES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF DAILY SALVAGE REPORT OF INCINERATOR RELATIVE
(Purpose and general nature of record. Principal items of information

TO PAPER AND RAGS SALVAGED SHOWING INCINERATOR NO., DATE,
shown. Summary of forms used in making record, their headings, etc. if a very

CLASSIFICATION AS TO BOOKS, MAGAZINES, PAPER, AND RAGS FILING
general or miscellaneous record, detailed information as to type of records

NO. OF BALES, WEIGHT, GRADE, SUMMARY SHOWING NO. OF BALES
contained and dates covered by each should be given. Unless contents of these

BROT FORD, BAILED TODAY, TOTAL, DELIVERED, ON HAND TO BE FORWARDED.
records are described by other Forms 12-13HR, such forms should be filled out

ALSO SHOWS TO WHOM PAPER AND RAGS DELIVERED TO AND FOREMAN'S SIGNATURE,
and attached)

6. Contents--continued _____

7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 4 TRANSFER CASES 12" X 9" X 4" EACH APPROX. TOTAL
(Of record or container. Height, width, thickness or depth. Average number of

1200 REPORTS.
pages or documents)

11. Location by dates and quantities 2 DRAW FROM TOP 1ST BIN FROM EAST WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,

BY SOUTH WALL IN VAULT ROOM NEAR ROOM 318 MUNICIPAL BLDG.
cabinet, on floor)

12. Other information _____
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)

(Place of publication)

(Date of publication)

Delcher - Peyton

Bureau of Mechanical Electrical Service + 241.

ADDENDA ITEM 4. Vault in Hallway near Room # 318 Municipal Bldg.

1	Case labeled	Incinerator Reports Rags + Paper Daily Aug. 19, 1928 - Aug. 31, 1928
1	"	Daily Paper Rag Report Incinerator No. 1-2 Sept. 1928 - Mar 30, 1929
1	"	" " " " " " " " " " Apr. 1, 1929 - Sept. 30, 1929
1	"	" " " " " " " " " " Oct. 1, 1929 - Dec. 31, 1929

DELCHER-MACK-KILROY

(Worker's full name)

11-24-1939

(Date)

#242

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD

Name of agency or office BUREAU MECHANICAL ELECTRIC SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM # 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "PAVING REPORTS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1904 — DEC. 31, 1921
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 5- BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF PAVING REPORTS SHOWING PAVING ORDER
(Purpose and general nature of record. Principal items of information

NO. REPORT NO. DATE, REASON FOR PAVING, LOCATION, CLASS OF
shown. Summary of forms used in making record, their headings, etc. If a very

PAVING, LENGTH, WIDTH, SQUARE FEET, CONSTRUCTION ORDER NO.,
general or miscellaneous record, detailed information as to type of records

REPORTED BY, CHARGE TO, DATE PAVED, DISCRPTION OF PAVING,
contained and dates covered by each should be given. Unless contents of these

CLASSIFICATION OF LABOR, HOURS, HOURS, DATE COMPLETED,
records are described by other forms 12-13HR, such forms should be filled out

SIGNATURE OF FOREMAN AND DEPT. HEAD, SEE SERIAL 243
and attached)

6. Contents--continued

7. Arrangement CHRON BY DATE OF REPORT NUM. BY NUMBER OF REPORT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED REPORT
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 2 BDLs. 1" X 5" X 7" EACH 3 BDLs. 3" X 5" X 7" EACH
(Of record or container. Height, width, thickness or depth. Average number of

TOTAL APPROX. 3700 REPORTS.
pages or documents)

11. Location by dates and quantities ON TOP OF CABINET BY EAST WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,

IN VAULT,

cabinet, on floor)

NEAR ROOM #102

CITY HALL BLDG

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELCHEP-MACK-KILROY

BUREAU OF MECHANICAL ELECTRIC SERVICE

ITEM 4

CITY HALL BUILDING

ADDENDA VAULT IN HALLWAY NEXT TO ROOM # 102

1	BDL, LABELED PAVING REPORTS	WOS. 1 - 1152 - 1/2/06 - 12/26/07
1	✓ ✓ ✓	- - - - January 1904 to Dec 1904
1	✓ ✓ ✓	✓ - - - April-May 1905 only
1	✓ ✓ ✓	✓ 2864-3470- 2/1/17 - 12/28/20
1	✓ ✓ ✓	✓ 3471-4155- Jan/21 - Dec/30/21

DEICHER-PEYTON-MACK OCT. 30, 1939. 243.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "PAVING REPORTS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1916 — 1936.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1-DRAWER 1-BUNDLE.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PAVING ORDERS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF PAVING REPORTS. THIS IS THE SAME FORM
(Purpose and general nature of record. Principal items of information

AS SHOWN ON SERIAL NO. 243. SEE THAT SERIAL FOR
shown. Summary of forms used in making record, their headings, etc. If a very

DESCRIPTION OF CONTENTS.
general or miscellaneous record, detailed information as to type of records

contained and dates covered by each should be given. Unless contents of these

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement CHRONA. BY DATE OF REPORT. NUM. BY ORDER NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED & HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 DRAWER 6 1/2" X 8 3/4" X 15' APPROX. 2500 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of

1-BUNDLE 2" X 5 1/2" X 7" APPROX 300 REPORTS.
pages or documents)

TOTAL APPROX. 2800 REPORTS.

11. Location by dates and quantities 1 DRAWER IN CABINET IN S.E. CORNER AND
(Room, vault, wall--N.E.S.W., section, bin, shelf,

1 BDL IN 6TH BIN FROM EAST WALL 4TH ROW FROM TOP
cabinet, on floor)

BY SOUTH WALL IN VAULT ROOM NEAR ROOM 318 MUNICIPAL BLDG.

12. Other information RECORDS FOUND
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints (Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-KILROY
(Worker's full name)

10-27-1939
(Date)

No 244
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL Bldg.
(Name of building, room number, street address)

1. Title "Obstruction Reports"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1902 - -
(Earliest and latest dates; missing dates. Show exact date of breaks.)

3. Quantity 7 Bundles 11 file boxes
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents Consists of obstruction and trouble reports made by inspectors
(Purpose and general nature of record. Principal items of information)

AND OTHERS TO DEPT HEAD OF CONDUIT DIVISION RELATIVE TO CASES WHERE
shown. Summary of forms used in making record, their headings, etc. If a very

CABLE AND CONNECTIONS HAVE BEEN INTERFERED WITH WORKMAN ON CONSTRUCTION
general or miscellaneous record, detailed information as to type of records

JOBS NECESSITATING CHANGES TO CONDUIT SYSTEM ALSO CASES WHERE DAMAGES
contained and dates covered by each should be given. Unless contents of these

HAS BEEN DONE TO CABLE BY OUTSIDE WORKMAN. REPORT SHOWS DATE LOCATION
records are described by other forms 12-13HR, such forms should be filled out

NATURE OF DESTRUCTION OR DAMAGE APPARENT REPAIRS NECESSARY
and attached)

6. Contents--continued AND SIGNATURE of INSPECTOR.
7. Arrangement CHRONO by date of REPORT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HdW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 Bdl. 1 1/2" x 8 1/2" x 11" - 1 Bdl. 1" x 8 1/2" x 11" - 3 Bdl's 3" x 9 1/2" x 11 1/2"
(Of record or container. Height, width, thickness or depth. Average number of
2 Bdl's 3" x 12" x 14" APPROX 11000 REPORTS
11 FILE BOXES SIZE? APPROX 8000 REPORTS TOTAL 19000 REPORTS.
11. Location by dates and quantities 11 FILE BOXES 1903-1922 IN BINS 708 by SOUTH WALL IN VAULT NEAR
(Room, vault, wall--N.E.S.W., section, bin, shelf,
ROOM 102 CITY HALL - 2 Bdl's 1936-1937 IN 4TH BIN FROM EAST WALL by SOUTH WALL IN VAULT
NEAR ROOM 312 MUNICIPAL Bldg.
(cabinet, on floor)
5 Bdl's 1925-- IN DRAWER IN CABINET CENTER OF ROOM 322 MUNICIPAL Bldg.
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHEE-MACK-KILROY

BUREAU OF MECHANICAL ELECTRIC SERVICE

ITEM 4 ROOM #320 MUNICIPAL BUILDING

ADDENDA-VAULT IN HALLWAY NEXT TO ROOM 102 CITY HALL

1	BUNDLE	OBSTRUCTION REPORTS DEC. 3, 1935.
1	FILE BOX	NO. 4 WATER & DRAIN LEAK JAN. 1, 1914 TO DEC. 31, 1915.
1	" "	NO. 5 GAS & STEAM LEAK JAN. 1, 1914 TO DEC. 31, 1915.
1	" "	NO. 7, INJURIES - RENEWALS - RECOMMENDATIONS ETC. RELATIVE TO CONDUIT SYSTEM DEC. 1, 1915 TO DEC. 31, 1918.
1	FILE BOX	NO. 8, CABLE TROUBLE JAN. 1, 1915 TO DEC. 31, 1918.
1	" "	NO. 6, WATER & DRAIN LEAK JAN. 1, 1916 TO DEC. 31, 1918.
1	" "	NO. 7, WATER & DRAIN LEAK JAN. 1, 1919 TO DEC. 31, 1922.
1	" "	OBSTRUCTION REPORTS MAY. 16, 1922 TO JULY. 12, 1922.
1	" "	OBSTRUCTION REPORTS JULY. 1, 1922 TO NOV. 22, 1922.
1	" "	NOTICE OF GAS LEAK 1902 TO 1907 INCL.
1	" "	NOTICE OF GAS LEAK 1914.
1	" "	GAS LEAK REPORTS
1	BUNDLE	OBSTRUCTION REPORTS JAN. 6, 1937 - DEC. 27, 1937.
5	"	NO. LABEL.

DELCHER-PEYTON-MACK

(Worker's full name)

11-1-1939

(Date)

245

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody Room # 320 Municipal Bldg
(Name of building, room number, street address)

1. Title (INSPECTOR'S LOCATION REPORTS)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities

or both)

2. Dates 1935
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling INSPECTOR'S LOCATION SHEETS FOR YEAR 1935
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another

record. Explain why records are missing, if possible)

6. Contents CONSISTS OF INSPECTOR'S LOCATION REPORTS
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record,

HEADED BUREAU MECHANICAL ELECTRICAL SERVICE
their headings, etc. If a very general or miscellaneous record, detailed information as to types of records contained and dates covered by

SHOWING DATE OF REPORT, SUBJECT, OTHER COMPANY'S INSPECTORS
each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

NAMES, LOCATION OF MANHOLE & BUREAU OF MECHANICAL

ELECTRIC SERVICE INSPECTOR'S SIGNATURE. THESE REPORTS

SHOW CASES WHERE GAS & ELEC. CO. OR OTHER COMPANY

INSPECTORS MADE APPLICATION TO ENTER MANHOLES.

IT IS REQUIRED BY THE CITY THAT THE CITY INSPECTOR

6. Contents—continued ACCOMPANY OTHER COMPANY INSPECTORS ON
THESE TRIPS OF INSPECTIONS AS RECORDED IN REPORTS
REFERRED TO HEREON INSPECTIONS ARE MADE FOR REASON
OF NEW INSTALLATION WORK IN DUCT SPACE RENTED FROM CITY OR
OTHER PLANNED WORK UNDERGROUND.

7. Arrangement CHRON. BY DATE OF REPORT
(Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing NONE
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by
title and identification number)

9. Writing TYPED & HANDWRITTEN ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head.
Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 BUNDLE 2 1/4" x 8 1/2" x 11" APPROX. 600 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 4TH ROW FROM TOP 7TH BIN FROM EAST WALL
(Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)
BY SOUTH WALL IN VAULT. NEAR ROOM #318
IN MUNICIPAL BLDG.

12. Other information
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records.)

Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

Delcher-Peyton
(Worker's full name)

10/5/39
(Date)

246
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County *Baltimore City* State *Maryland*
Name of agency or office *Bureau of Mechanical Electrical Service*
(Office of custody) (Office which made the record, if different)
Address of office of custody *Room # 320 Municipal Bldg.*
(Name of building, room number, street address)

1. Title *(Lamp Post Wreck Reports)*
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities

or both)

2. Dates *Nov. 1925 — July 1939*
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity *15- File drawers.*
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling *See Addenda*
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records *NONE*
(If record discontinued, give reason and state whether same information shown in another

record. Explain why records are missing, if possible)

6. Contents *Reports from Police Districts Balto. City Relative to cases*
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, where lamp posts have been damaged and the policeman on duty in that vicinity makes a note of the damage and when possible the name and address of Party involved, Policeman then makes Report to his respective Dist. where the regular Wreck Report is made and then forwarded each day to this Dept. Report shows details of Damage done and names of Parties involved NAME OF THE Policeman and Time of his

6. Contents—continued first Knowledge of the Wrecked Lamp Post.

7. Arrangement Chron. by Date of Report
(Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing None
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by

title and identification number)

9. Writing Typed + Hdw. on letter heads marked Report
Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head.

Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 15- File drawers 4 3/4" x 10 1/2" x 14" each APPROX. 9000 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In cabinet by West Wall in N.W. Cor. Vault.
(Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)
near Room # 318 Municipal Bldg.

12. Other information
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records.

Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

ADDENDA ITEM 4. VOLT IN HALLWAY NEAR ROOM 316 MUNICIPAL BLDG

WRECKTS 1926

1927

11 JAN 1928 TO OCT 1928 INCL

" NOV 1928 TO JULY 1929 "

NO LABEL

11/11/11

11

11

11

Delcher-Peyton-Mack

(Worker's full name)

11-3-39

(Date)

247

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County Baltimore City State Maryland

Name of agency or office Bureau of Mechanical Electrical Service
(Office of custody) (Office which made the record, if different)

Address of office of custody Room 320 MUNICIPAL BLDG.
(Name of building, room number, street/address)

1. Title (Boiler & Equipment Reports)
(Give present full title in quotes, assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities

or both)

2. Dates No dates
(Earliest and latest dates; missing dates. Show exact date of break)

3. Quantity 1-Bundle.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling See Addenda
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another

record. Explain why records are missing, if possible)

6. Contents Bundle Contains Records pertaining to Boiler Survey
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to types of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
Showing Various Types of Combustion Plants & Equipment
Installed in Various Public Buildings, GIVING DIMENSIONS
AND Details pertaining to same, DATE OF REPORT AND
SIGNATURE OF PARTY MAKING REPORT.

6. Contents—continued _____

7. Arrangement ALPHA BY NAME OF LOCATION
(Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing NONE
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by

title and identification number)
9. Writing Hdw. on Mimeographed Reports
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head.

Printed. Photostat. Other. Give months and years covered by each kind of writing)
10. Size 1- Bundle 2 1/2" x 8 1/2" x 11" APPROX 400 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities 5th. Row from Top in 7th. Bin from
(Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)
E. Wall by South Wall in Vault near Room #318
Municipal Bldg.

12. Other information _____
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records.

Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication)

(Date of publication)

BUREAU OF MECHANICAL ELECTRIC SERVICE #247

Addenda ITEM 4.

VAULT IN HALLWAY NEAR ROOM #318 MUNICIPAL BLDG.

1 Bundle Labeled Mr. Frederick K. Duncan Chief Engineer
City Hall Baltimore Md. - From Howard
D. Bennett 3117 Guilford Ave. -
Papers Loaned by Mr. Straus To Mr.
Bennett from Bur. Mech. Elec. Service
Relative to Boiler Survey

DELCHER-MACK-KILROY

(Worker's full name)

NOV. 8, 1939

(Date)

248

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS

THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM #320 MUNICIPAL BUILDING
(Name of building, room number, street address)

1. Title (TEMPERATURE REPORTS)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities

or both)

2. Dates 1933 --
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FOLDER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling TEMPERATURE REPORTS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another

record. Explain why records are missing, if possible)

6. Contents FOLDERS CONTAIN BUREAU OF MECHANICAL
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record,

ELECTRICAL SERVICE TEMPERATURE REPORTS
their headings, etc. If a very general or miscellaneous record, detailed information as to types of records contained and dates covered by

REPORT SHOWS DATE, SUBJECT, LOCATION, TIME
each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

TEMPERATURE TAKEN, DEGREE OF TEMPERATURE

NAME OF INSPECTOR TAKING TEMPERATURE AND MAKING
REPORT.

6. Contents—continued _____

7. Arrangement CHRONOLOGICALLY BY DATES OF Reports
(Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing NONE
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head.

10. Size 1 FOLDER 10" x 14 1/2" APPROX. 365 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities IN DRAWER IN CABINET CENTE OF Room #322
(Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)
MUNICIPAL BLDG

12. Other information _____
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records.

Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER - PEYTON - MACK
(Worker's full name)

11-3-1939
(Date)

249
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE City CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (MISCEL. INVOICES & REPORTS)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities

or both)

2. Dates 1925 - 1926 - 1927
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity FILE BOX
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another

record. Explain why records are missing, if possible)

6. Contents FILE BOX CONTAINS INVOICES PERTAINING TO MATERIAL
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record,
FOR VARIOUS ELECTRICAL JOBS AND A FEW WORK ORDERS
their headings, etc. If a very general or miscellaneous record, detailed information as to types of records contained and dates covered by
AND MATERIAL TRANSFER SLIPS, TRANSPORTATION TIME
each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
SHEETS CHARGED AGAINST ELECTRICAL COMMISSION, LETTERS
OF TEMPORARY GRANTS TO C. & P. TELEPHONE CO. PERTAINING TO
THE LEASING OF WIRES FROM C. & P. TELEPHONE CO. BY AMERICAN
DISTRICT TELEGRAPH CO., SIGNED BY CHIEF CABLE INSPECTOR NOTING THE
AMOUNT OF FEE PAID TO ACCOUNT NO.

6. Contents—continued

7. Arrangement NONE

(Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing SELF CONTAINED BY LETTERED TABBED PAGES (NOT USED)
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by.

title and identification number)

9. Writing HANDWRITTEN & TYPED ON INVOICES & PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head.

Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1 FILE BOX 3" x 11 1/2" x 12" APPROX. 1200 INVOICES AND REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities BOTTOM ROW 4TH BIN FROM EAST WALL
(Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)
BY SOUTH WALL IN VAULT. NEAR ROOM # 318
MUNICIPAL BLDG.

12. Other information
(Condition of record if not good. Relation to other records. Information on prior, subsequent; or similar records.

Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELCHEE - PEYTON - MACK

(Worker's full name)

10 - 30 - 1939

(Date)

250

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTSTHE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)1. Title (DISPOSAL PLANT DAILY REPORT & WEIGHT TICKETS)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities)

or both)

2. Dates 1937 - 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)3. Quantity 1350 BUNDLES.
(Number of volumes; file drawers; file boxes; bundles; other)4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another

record. Explain why records are missing, if possible)

6. Contents CONSISTS OF DISPOSAL PLANT DAILY REPORT OF RUBBISH HANDLED
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record,SHOWING DATE, WEATHER, TEMPERATURES AT VARIOUS
their headings, etc. If a very general or miscellaneous record, detailed information as to types of records contained and dates covered byTIMES, SHEET NO., WEIGHMASTERS NAME, COLUMN HEADING
each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)SHOWS TICKET NO., TRUCK NO., DISTRICT, GROSS, TARE, NET,REMARKS, TOTAL POUNDS, TOTAL TONS, TOTAL TO DATE, WEIGHT TICKETSSHOW DISPOSAL PLANT NO., LOCATION, TO BUREAU MECHANICAL ELEC. SERVICERECORD FROM BUREAU OF STREET CLEANING, RUBBISH WEIGHT, GROSSPOUNDS, TARE POUNDS, NET POUNDS, WEIGHMASTERS INITIAL, TRUCK NO., DISTRICT NO.,AND TIME

6. Contents—continued WEIGHT TICKETS ARE ATT'D. TO REPORT.

7. Arrangement NUMERICALLY BY NUMBER OF TICKETS & REPORTS
(Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing NONE
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HOW ON PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head.

Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 1350 BDLs. 1 1/2" x 4" x 9" EACH APPROX 9000 REPORTS AND
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
80 000 WEIGHT TICKETS

11. Location by dates and quantities SEE ADDENDA ATTACHED
(Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)

12. Other information RE
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records.

Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication)

(Date of publication)

BUREAU OF MECHANICAL ELECTRICAL SERVICE

ADDENDA. ADDENDA ITEM 11,

#250

VAULT IN HALLWAY NEAR ROOM #318 MUNICIPAL BLDG.

ITEM	LOCATION
240 BDLs.	3d. ROW FROM TOP - 3d. BIN FROM EAST WALL BY SOUTH WALL IN VAULT IN HALLWAY NEAR ROOM #318
150 BDLs.	4TH ROW FROM TOP 4TH. BIN FROM EAST WALL BY SOUTH WALL IN VAULT IN HALLWAY NEAR ROOM #318
240 BDLs	3D ROW FROM TOP 4TH. BIN FROM EAST WALL BY SOUTH WALL IN VAULT IN HALLWAY NEAR ROOM #318
240 BDLs	3D ROW FROM TOP 6TH. BIN FROM EAST WALL BY SOUTH WALL IN VAULT IN HALLWAY NEAR ROOM #318
240 BDLs	4TH ROW FROM TOP - 3D BIN FROM EAST WALL BY SOUTH WALL IN VAULT IN HALLWAY NEAR ROOM #318
240 BDLs	5TH. ROW FROM TOP 3D BIN FROM EAST WALL BY SOUTH WALL IN VAULT IN HALLWAY NEAR ROOM #318

DELPHER-PEYTON-MACK NOV. 1, 1939 251
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title " SUMMARY OF DAILY CONSTRUCTION REPORTS "
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates MAY 1914 — MARCH 1916
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 14 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records JULY, AUG, SEPT, OCT, NOV, DEC. 1914
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF SUMMARY OF DAILY CONSTRUCTION
(Purpose and general nature of record. Principal items of information

REPORTS. COLUMN HEADINGS SHOW LETTER CLASSIFICATION,
shown. Summary of forms used in making record, their headings, etc. If a very

GRAVEL, SAND, CEMENT, BRICK, T.C. CONDUIT, TYPES 4, 6, 9,
general or miscellaneous record, detailed information as to type of records

FIBRE CONDUIT 3 INCH & 2 INCH, FIBER BENDS, 3 INCH
contained and dates covered by each should be given. Unless contents of these

AND 2 INCH, CUBIC YARDS EXCAVATION, CUBIC YARDS
records are described by other Forms 12-13HR, such forms should be filled out

CONCRETE, COAL OIL, HAULING, BURLAPS, DUCT PLASTERS,
and attached)

6. Contents--continued STICKUM, PIPE & BENDS, CASTINGS, COVERS,
LUMBER, AND MISCEL.

THIS RECORD SHOWS TOTALS TAKEN FROM VARIOUS CONSTRUCTION
REPORTS FOR DATE SHOWN PERTAINING TO MATERIAL USED ON JOBS.

7. Arrangement CHRONO BY DATE OF REPORT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HOW ON PRINTED REPORT
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 14 BDL'S 1" X 1 1/2" X 18" EACH, APPROX. 336 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities IN BIN NO. 31 BY SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,

IN VAULT ROOM NEAR ROOM 102 CITY HALL BLDG
cabinet, on floor)

12. Other information 4
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER - PEYTON - MARK NOV. 2, 1939 252
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 300 MUNICIPAL BLDG
(Name of building, room number, street address)

1. Title "DAILY INSPECTION REPORT OF MANHOLES"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1933 ONLY AND 1936 - 1938
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE IN DATES SHOWN
(If record discontinued, give reason and state

NO OTHER REPORTS ON HAND
whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF INSPECTION REPORTS OF MANHOLES PERTAINING
(Purpose and general nature of record. Principal items of information

TO THE CLEANING AND INSPECTION OF MANHOLES, SHOWING
shown. Summary of forms used in making record, their headings, etc. If a very

NAME OF FOOT OR PUMP CREW, DATE OF REPORT, TIME,
general or miscellaneous record, detailed information as to type of records,

LOCATION, CONDITION OF MANHOLE AS TO DIRT AND
contained and dates covered by each should be given. Unless contents of these

WATER, OR DRY MANHOLE AND AMOUNT OF DIRT REMOVED
records are described by other Forms 12-13HR, such forms should be filled out

FROM MANHOLE
and attached)

6. Contents--continued _____

7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HOW ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 4 BDLs, 4" x 5 1/2" x 9" EACH APPROX 2800 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities 1 BDL YEAR 1930 ONLY IN DRAWER IN CABINET
(Room, vault, wall--N.E.S.W., section, bin, shelf,
CENTRE OF ROOM 322 MUNICIPAL BLDG. 3 BDLs -1934 TO 1938 IN 5TH BIN
cabinet, on floor)
FROM E. WALL 5TH ROW FROM TOP BY SOUTH WALL IN VAULT NEAR ROOM 318 MUNICIPAL BLDG.
12. Other information _____
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints _____
(Author) (Publisher)
(Place of publication) (Date of publication)

BUREAU OF MECHANICAL ELECTRIC SERVICE

ADDENDA.

#252

ITEM 4. VAULT IN HALLWAY NEAR ROOM #318 MUNICIPAL BLDG.

- | | |
|---|--|
| 1 | Bundle Labeled Reports of Manholes Cleaned year 1936 |
| 1 | " " " Cleaning Manhole Reports year 1937 |
| 1 | " " " Manhole Inspection Reports year 1938 |

DELCHER-MACK-KILROY NOV. 9, 1939 253
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE City CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (CONS. GAS & ELEC. CO. DIRT SPACE AND CABLE REPORT)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1927-1928 & 1934-1935
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 8 Bundles
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 1929-1933
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF REPORTS MADE BY CONS. GAS AND ELECTRICAL CO. TO
(Purpose and general nature of record. Principal items of information

BUREAU OF MECHANICAL ELECTRICAL SERVICE RELATIVE TO REPAIRS AND RENEWAL
shown. Summary of forms used in making record, their headings, etc. If a very

OF UNDERGROUND CABLE SHOWING DATE, DIRT SPACE, CLASS OF WORK,
general or miscellaneous record, detailed information as to type of records

LOCATION, DIRT NO., AMOUNT OF CABLE FEET, SITE AND CLASS OF
contained and dates covered by each should be given. Unless contents of these

CABLE, DISCRPTION OF WORK, ORDER NO., ACCOUNT NO., SIGNATURE
records are described by other Forms 12-13HR, such forms should be filled out

OF CONS. GAS & ELEC. CO., AND SIGNATURES OF CITY OFFICIAL,
and attached)

6. Contents--continued CHECKING AND APPROVING WORK.
RECORDS ARE KEPT FOR THE PURPOSE OF CHECKING ERRORS.

7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)

9. Writing HDWR. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 3 BDLs, 3 1/2" x 8 1/2" x 11" EACH - 1 BDL 4 1/4" x 8 1/2" x 11" - 2 BDLs,
(Of record or container. Height, width, thickness or depth. Average number of
6 3/4" x 8 1/2" x 11" EACH - 1 BDL 2" x 8 1/2" x 11" - 1 BDL 5" x 8 1/2" x 11"
pages or documents)

TOTAL APPROX. 1600 REPORTS.

11. Location by dates and quantities 1 BDL 1928 ONLY, 1 BDL 1938 ONLY IN DRAWER
(Room, vault, wall--N.E.S.W., section, bin, shelf,

IN CABINET CENTRE OF ROOM 322 MUNICIPAL BLDG 1 BDL 1927 ONLY
cabinet, on floor)

IN 2d BIN FROM EAST WALL IN TOP ROW BY SOUTH WALL AND 1 BDL 1934 TO 1938 INCL.

IN 5TH BIN FROM EAST WALL IN 5TH ROW FROM TOP BY S. WALL IN VAULT NEAR ROOM 318 MUNICIPAL BLDG.

12. Other information RECORDS GOOD
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints (Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-PEKTON
(Worker's full name)

OCT. 29, 1939
(Date)

254
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (REPORTS OF WRECKED OR DEFECTIVE LAMP POSTS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1935 - SEPT 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 9 BOXES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE SEE SERIAL NO. 255
(If record discontinued, give reason and state

FOR LATER DATES

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF REPORTS MADE BY POLICE, CONS. GAS & ELEC. CO.,
(Purpose and general nature of record. Principal items of information

AND AMERICAN STREET LIGHTING CO. RELATIVE TO DEFECTIVE
shown. Summary of forms used in making record, their headings, etc. If a very

OR WRECKED LAMP POSTS, POLICE REPORT SHOWS DISTRICT, DATE,
general or miscellaneous record, detailed information as to type of records

LOCATION, KIND OF LAMP, TIME FIRST SEEN OUT, TIME REPORTED,
contained and dates covered by each should be given. Unless contents of these

TIME REPORTED TO STATION HOUSE, NAME OF PERSON RECEIVING
records are described by other forms 12-13HR, such forms should be filled out

MESSAGE, NAME OF OFFICER WHO SENT MESSAGE, TIME THAT
and attached)

6. Contents--continued LAMP WAS RELIGHTED & SIGNED BY POLICE CAPTAIN OF DISTRICT. SEE COPY OF POLICE REPORT ATTD. FASCO, AND AMER. ST. LIGHTING CO. INSPECTORS MAKE A SIMILAR REPORT WHICH IS ATTD TO POLICE REPORTS.
7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)
9. Writing TYPED ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)
10. Size 9 BOXES 10 1/2" X 13" X 15" EACH APPROX. 72,000 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
11. Location by dates and quantities IN 6 BINS 5 THROW FROM TOP BY NORTH WALL IN VAULT NEAR ROOM 318 MUNICIPAL BLDG.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
12. Other information RE...
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

Bureau of Mechanical-Electrical Service

Addenda ITEM 4 Vault by Room #318

254

1	Box	labeled	Police Reports-	G. & E. Co. & A. L. Co.	Jan 1, 1935 - Aug. 30, 1935
1	"	"	"	" " " " " " " "	Sept, Oct, Nov, Dec, 1935
1	"	"	"	" " " " " " " "	Feb. 1, 1936 - Sept 30, 1936
1	"	"	"	" " " " " " " "	Oct, Nov, Dec., 1936 to Jan, Feb., Mar., 1937
1	"	"	"	" " " " " " " "	April - to Oct., 1937
1	"	"	"	" " " " " " " "	Nov., Dec., 1937, Jan. to May 1938
1	"	"	"	" " " " " " " "	June - to Oct., 1938
1	"	"	"	" " " " " " " "	Jan. 1, 1938 to Jan. 1939
1	"	"	"	" " " " " " " "	Jan. 1, 1939 to Sept. 1939

District

Baltimore, Md.

[illegible]

District _____

DELCHER - PEXTON
(Worker's full name)

OCT. 25, 1939.
(Date)

255
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (REPORTS OF WRECKED OR DEFECTIVE LAMP POSTS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1939 ONLY
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

FOR PREVIOUS DATES SEE SERIAL NO. 254
whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF REPORTS MADE BY POLICE CONS.
(Purpose and general nature of record. Principal items of information

GAS & ELEC. CO. AND AMERICAN STREET LIGHTING
shown. Summary of forms used in making record, their headings, etc. If a very

CO. RELATIVE TO WRECKED OR DEFECTIVE LAMP
general or miscellaneous record, detailed information as to type of records

POSTS OR LIGHTS. THIS IS THE SAME FORM OF
contained and dates covered by each should be given. Unless contents of these

REPORT AS SHOWN ON SERIAL NO. 254 SEE THAT
records are described by other Forms 12-13HR, such forms should be filled out

SERIAL FOR DETAILS OF CONTENTS AND COPY OF FORM.
and attached)

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 BDL. 5" X 9" X 12" APPROX. 900 REPORTS
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)

11. Location by dates and quantities ON OAK TABLE IN CENTRE OF
(Room, vault, wall--N.E.S.W., section, bin, shelf,
ROOM 320 MUNICIPAL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER - PEYTON - MACK

(Worker's full name)

11-1-1939

(Date)

256

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG
(Name of building, room number, street address)

1. Title (INSPECTOR'S DAILY REPORTS OF DUCT SPACE)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities

or both)

2. Dates 1935-1938
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 4 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state whether same information shown in another

record. Explain why records are missing, if possible)

6. Contents CONSISTS OF INSPECTORS DAILY REPORT OF DUCT
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record,
SPACE OCCUPIED GIVING NAME OF FIRM RENTING DUCT
their headings, etc. If a very general or miscellaneous record, detailed information as to types of record contained and dates covered by
SPACE FROM CITY AND LOCATION BY STREETS OF RENTED SPACE
each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
HEADING READS BUREAU OF MECHANICAL ELEC. SERVICE,
BALTIMORE CITY INSPECTORS DAILY REPORT OF DUCT SPACE,
DATE AND NAME OF LESSEE. COLUMN HEADINGS SHOW ON,
FROM, TO, DUCT, CLASS OF CABLE, INSPECTOR'S NAME, AND
REMARKS.

6. Contents—continued _____

7. Arrangement CHRON BY DATE OF REPORT.
(Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing NONE
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORMS.
Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head.

10. Size 2 Bcls. 5" x 7½" 12" EACH - 2 Bcls. 5" x 7½" x 15" EACH.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
Approx. 12 000 REPORTS.

11. Location by dates and quantities 5TH ROW FROM TOP. 4TH BIN FROM EAST WALL
(Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)
BY SOUTH WALL IN VAULT NEAR ROOM #318
IN MUNICIPAL BLDG

12. Other information _____
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records.)
Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-MACK-KILROY

(Worker's full name)

(Date)

11-24-1939

(Form identification number)

257

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE City CITY State MD.
Name of agency or office BUREAU MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG
(Name of building, room number, street address)

1. Title (YARD WATCHMEN CALL REPORTS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1926-1927 1934 TO DATE
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FOLDER 5 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE MISSING IN DATES SHOWN
(If record discontinued, give reason and state

CAN NOT LOCATE REPORTS FOR 1928 TO 1933 INCL EVIDENTLY DESTROYED
whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF REPORTS OF CALLS RECEIVED BY WATCHMEN
(Purpose and general nature of record. Principal items of information

AT ELECTRICAL YARDS FOR INSPECTION DIVISION SHOWING
shown. Summary of forms used in making record, their headings, etc. If a very

DATE; HOUR NAME OF WATCHMAN, NAME OF INSPECTOR MAKING
general or miscellaneous record, detailed information as to type of records

EMERGENCY INSPECTION CHAUFFEURS NAME AND DETAILED REPORT
contained and dates covered by each should be given. Unless contents of these

SEE ATT'D REPORT.

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement CHRONO BY DATES OF REPORT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 3 BDLs 2" x 8 1/2" x 11" EACH - 1 BDL 4" x 8 1/2" x 11" - 1 BDL 3" x 8 1/2" x 11"
(Of record or container. Height, width, thickness or depth. Average number of

APPROX 1800 REPORTS. 1 FOLDER 3" x 8 1/2" x 11" APPROX 360 REPORTS.
pages or documents)

TOTAL 2160 REPORTS.

11. Location by dates and quantities 4 BDLs 1934 to 1938 IN 4TH BIN FROM EAST WALL 5TH ROW
(Room, vault, wall--N.E.S.W., section, bin, shelf,

FROM TOP OF S. WALL IN VAULT NEAR ROOM 318 MUNICIPAL BLDG - 1 FOLDER 1939
cabinet, on floor)
IN DRAWER IN CABINET CENTER OF ROOM 322 MUNICIPAL BLDG. - 1 BDL 1926-1927 ON
TOP OF CABINET BY EAST WALL IN VAULT NEAR ROOM 102 CITY HALL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

Serial # 257.

BUREAU OF MECHANICAL-ELECTRICAL SERVICE

SUBJECT :

DATE _____

REPORT SHOWING ALL CALLS RECEIVED BY WATCHMEN AT GAY ST. YARD

FOR CABLE INSPECTION DIVISION.

[illegible]

Serial 257

ROOM 320 MUNICIPAL BLDG.

1	Bdl. Labeled	Emergency Yard Reports from Jan. 1, 1933 - Dec. 31, 1934
1	" " "	1936
1	" " "	Emergency Sheets from Gay St. Yard Jan. 2, 1937 - Dec. 31, 1937
1	" " "	Emergency Inspector's Reports From 1-1-38 - 12-31-38
1	" " "	YARD WATCHMAN'S CALL REPORTS 1926 - 1927
1	FOLDER	NOT LABELED

DELCHER — PEYTON
(Worker's full name)

OCT. 6, 1939.
(Date)

258
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY CITY State MD

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (INSPECTORS SMOKE CONTROL REPORT BOOKS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1932 — 1938
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 11 FILE DRAWERS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF BOOKS CONTAINING DAILY REPORT OF INSPECTIONS
(Purpose and general nature of record. Principal items of information

MADE BY SMOKE INSPECTORS SHOWING DATE OF OBSERVATION
shown. Summary of forms used in making record, their headings, etc. If a very

NAME AND LOCATION OF BUILDING, TIME OF OBSERVATION, AND
general or miscellaneous record, detailed information as to type of records

SMOKE DEGREE CODE NO., SEE SERIAL NO 259 FOR COPY
contained and dates covered by each should be given. Unless contents of those

OF SMOKE DEGREE CHART
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement NO ATTEMPT MADE AS TO ARRANGEMENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SELF CONTAINED SHEET SHOWING FIRM NAME AND
(Self-contained--describe what it shows. If separate, fill out a form for it,

PAGE NO.
and place cross reference here to that form by title and identification number)

9. Writing HOW ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 11 FILE DRAWERS 4 1/4" X 13" X 18 3/4" EACH.
(Of record or container. Height, width, thickness or depth. Average number of

TOTAL 137 INSPECTORS BOOKS.
pages or documents)

11. Location by dates and quantities IN CABINET IN CENTER OF VAULT
(Room, vault, wall--N.E.S.W., section, bin, shelf,

ROOM NEAR ROOM 318 MUNICIPAL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-PEYTON
(Worker's full name)

OCT. 29, 1939.
(Date)

259
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG
(Name of building, room number, street address)

1. Title (SMOKE CONTROL REPORT BOOKS & OFFENDER NOTICES)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both

2. Dates 1932 - - -
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 4 DRAWERS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF SMOKE INSPECTORS DAILY REPORT BOOKS SHOWING DATE, TIME
(Purpose and general nature of record. Principal items of information

OF OBSERVATION, LOCATION OF BUILDING, NAME OF FIRM, DEGREE OF SMOKE
shown. Summary of forms used in making record, their headings, etc. If a very

SEE ATTD COPY OF SMOKE DEGREE CHART ATTD TO SOME RECORDS
general or miscellaneous record, detailed information as to type of records

COPIES OF OFFENDER NOTICES SHOWING DATE OF NOTICE,
contained and dates covered by each should be given. Unless contents of these

NAME OF OFFENDER, NOTIFICATION TO FIRM OF SMOKE NUISANCE
records are described by other Forms 12-13HR, such forms should be filled out

GIVING FIRM 10 DAYS IN WHICH NUISANCE MUST BE ABATED
and attached)

6. Contents--continued OR LEGAL PROCEEDINGS WILL BE STARTED, SIGNED BY COMMISSIONER,
BOTTOM PART OF NOTICE CONTAINS COUPON SHOWING DATE NOTICE WAS
SERVED, SIGNED BY INSPECTOR.
7. Arrangement CHRON. BY DATE OF REPORT - NUM. BY DEFENDER NOTICE NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HOW & TYPED ON PRINTED & RULED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 4 DRAWERS 11" X 12" X 27" EACH.
(Of record or container. Height, width, thickness or depth. Average number of
TOTAL 30 REPORT BOOKS AND 6 OFFENDER NOTICE BOOKS.
pages or documents)
11. Location by dates and quantities IN CABINET NORTH SIDE OF GLASS
(Room, vault, wall--N.E.S.W., section, bin, shelf,
PARTITION IN ROOM 321 MUNICIPAL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Bureau of Mechanical Electrical Service

Smoke Control Div. Room #321 Municipal Bldg. #259

Smoke Degree Chart.

Clear Stack - % - #					0
Smoke Dark - 20% - #					1
"	"	"	"	"	40% - # 2
"	"	"	"	"	60% - # 3
"	"	"	"	"	80% - # 4
"	"	"	"	"	100% - # 5

The above chart was taken from
Smoke Inspector's Report Book.

Serial # ~~27~~
413

DEPARTMENT OF PUBLIC WORKS BUREAU OF SMOKE CONTROL

Room 321 Municipal Building

Serial # ~~258~~
259N^o 1201

Baltimore, _____, 193_____

This form is mailed to supposed Offender There is a nuisance on your premises, numbered _____ Street, caused by the discharge of prohibited smoke from the chimney which has become offensive _____

You are hereby required to cause the said nuisance to be abated within ten days after date of service of this notice; otherwise you will be proceeded against agreeable to law and the provisions of the Smoke Control Ordinance of the City of Baltimore in such case made and provided by Section 204, Article 16, Ordinance No. 1296, title "Health," sub title Smoke.

Office Hours: Daily 10 A.M. to 12 A.M.

COMMISSIONER FOR SMOKE CONTROL.

To _____

To be Detached and Returned to Commissioner for Smoke Control

Baltimore, _____, 193_____

I CERTIFY, That Notice No. *1201* was served this day.

This form is pasted in Copy Book on 1 Blank page and any remarks or notes are written in Blank space on page. notices are kept in Book numerically by stamped Notice number

Inspector

Received by _____

DEICHER - MACK - KUROK NOV. 27, 1939 260
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MD.

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "CONSTRUCTION REPORT"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1904 — 1915
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 140 BUNDLES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF CONSTRUCTION REPORT SHOWING
(Purpose and general nature of record. Principal items of information

REPORT NO. Supt's ORDER NO. ACCOUNT CHARGED TO,
shown. Summary of forms used in making record, their headings, etc. If a very

DATE, LOCATION OF WORK, CLASSIFICATION AS TO
general or miscellaneous record, detailed information as to type of records

TRENCH, PAVING OR MANHOLE WORK, GIVING LABOR
contained and dates covered by each should be given. Unless contents of these

CLASSIFICATION, HOURS AND COST AND ITEMIZED
records are described by other Forms 12-13HR, such forms should be filled out

LIST OF MATERIALS USED UNDER EACH CLASSIFICATION
and attached)

6. Contents--continued REFERRED TO, ATTACHED TO CONSTRUCTION REPORT
IS AN EMERGENCY REPORT, A ROPPING REPORT AND A HAULING
REPORT PERTAINING TO LABOR COST SHOWING A CLASSIFIED LIST
OF WORK PERFORMED AND CHARGE FOR EACH CLASSIFICATION.
7. Arrangement IN BUNDLES CHRON BY MONTH & YEAR.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HOW ON PRINTED REPORTS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 140 BUNDLES AVERAGE 7" X 12" X 22" EACH.
(Of record or container. Height, width, thickness or depth. Average number of
TOTAL APPROX. 41000 SHEETS.
pages or documents)
11. Location by dates and quantities IN BINS 1-2-3-4-5-10-11-12-13-19-20
(Room, vault, wall--N.E.S.W., section, bin, shelf,
21-22-28-29-30-31 BY SOUTH WALL IN VAULT NEAR
cabinet, on floor)
ROOM 102 CITY HALL BLDG.
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BUREAU OF MECHANICAL ELECTRIC SERVICE

ITEM 4.

ROOM #320 MUNICIPAL BUILDING

ADDENDA-VAULT IN HALLWAY NEXT TO ROOM 102 CITY HALL

1	Bdle Labeled.	May 1905
✓	✓	June 1905
✓	✓	July 1905
✓	✓	Aug 1905
✓	✓	Sept 1905
✓	✓	Oct 1905
✓	✓	Nov. 1905
✓	✓	Jan 1906
✓	✓	Feb 1906
✓	✓	Mar 1906
✓	✓	Apr. 1906
✓	✓	May 1906
✓	✓	June 1906
✓	✓	July 1906
✓	✓	Aug 1906
✓	✓	Sept 1906
✓	✓	Oct 1906
✓	✓	Nov 1906
✓	✓	Dec 1906
✓	✓	Jan 1907
✓	✓	Feb 1907
✓	✓	Mar 1907
✓	✓	Apr 1907
✓	✓	May 1907

BUREAU OF MECHANICAL ELECTRIC SERVICE

ITEM 4 ROOM # 320 MUNICIPAL BUILDING

ADDENDA - VAULT IN HALLWAY NEXT TO ROOM 102 CITY HALL

1 Bbl. Labeled.

✓	✓	✓	June 1907
✓	✓	✓	July 1907
✓	✓	✓	Aug 1907
✓	✓	✓	Sept. 1907
✓	✓	✓	Oct 1907
✓	✓	✓	Nov 1907
✓	✓	✓	Dec 1907
✓	✓	✓	Jan. 1908
✓	✓	✓	Febr. 1908
✓	✓	✓	March 1908
✓	✓	✓	Apr. 1908
✓	✓	✓	May 1908
✓	✓	✓	June 1908
✓	✓	✓	July 1908
✓	✓	✓	Aug 1908
✓	✓	✓	Sept 1908
✓	✓	✓	Oct 1908
✓	✓	✓	Nov 1908
✓	✓	✓	Dec 1908
✓	✓	✓	Jan 1909
✓	✓	✓	Febr. 1909
✓	✓	✓	Mar 1909
✓	✓	✓	Apr 1909
✓	✓	✓	May 1909

BUREAU OF MECHANICAL ELECTRIC SERVICE

ITEM 4

ROOM #320 MUNICIPAL BUILDING

ADDENDA VAULT IN HALLWAY NEXT TO ROOM 102 CITY HALL

1	Bdls Labeled	June 1909
✓	✓	July 1909
✓	✓	Aug 1909
✓	✓	Sept 1909
✓	✓	Oct 1909
✓	✓	Nov 1909
✓	✓	Dec 1909
✓	✓	Jan 1910
✓	✓	Feb 1910
✓	✓	Mar 1910
✓	✓	Apr 1910
✓	✓	May 1910
✓	✓	June 1910
✓	✓	July 1910
✓	✓	Aug 1910
✓	✓	Sept 1910
✓	✓	Oct 1910
✓	✓	Nov 1910
✓	✓	Dec 1910
✓	✓	Jan 1911
✓	✓	Feb 1911
✓	✓	Mar 1911
✓	✓	Apr 1911
✓	✓	May 1911

BUREAU OF MECHANICAL ELECTRIC SERVICE

ROOM #320 MUNICIPAL BUILDING

ITEM 4

ADDENDA-Vault in hallway next to Room 102 City Hall

1 Ball Label

✓ ✓ ✓

June 1911

✓ ✓ ✓

July 1911

✓ ✓ ✓

Aug 1911

✓ ✓ ✓

Sept 1911

✓ ✓ ✓

Oct 1911

✓ ✓ ✓

Nov 1911

✓ ✓ ✓

Dec 1911

✓ ✓ ✓

Jan 1912

✓ ✓ ✓

Feb 1912

✓ ✓ ✓

Mar 1912

✓ ✓ ✓

Apr 1912

✓ ✓ ✓

May 1912

✓ ✓ ✓

June 1912

✓ ✓ ✓

July 1912

✓ ✓ ✓

Aug 1912

✓ ✓ ✓

Sept 1912

✓ ✓ ✓

Oct 1912

✓ ✓ ✓

Nov 1912

✓ ✓ ✓

Dec 1912

✓ ✓ ✓

Jan 1913

✓ ✓ ✓

Feb 1913

✓ ✓ ✓

Mar 1913

✓ ✓ ✓

Apr 1913

✓ ✓ ✓

May 1913

DELCHER-MACK-KILROY

260

BUREAU OF MECHANICAL ELECTRIC SERVICE

ITEM 4 ROOM # 320 MUNICIPAL BUILDING

ADDENDA-VAULT IN HALLWAY NEXT TO ROOM 102 CITY HALL

1	Bdls Labeled	June 1913
✓	✓	July 1913
✓	✓	Aug 1913
✓	✓	Sept 1913
✓	✓	Oct 1913
✓	✓	Nov 1913
✓	✓	Dec 1913

37 Bdls. Unlabeled Ref. 1904-1914-1915

HAULING REPORT.**Electrical Commission.**No. 9648 C.Supt.'s Order No. 809Date: 6-12-15

Charge to

Line on

Russell St.,
Serial # 238**Hauling Dirt—Trench**

CLASS	HRS.	COST
Foreman,	8	3 00
Teams,		
Carts,		
3-H. Teams,	5 1/2	2 75
Labor,		
HAULING.		5 75

Hauling Material

CLASS	HRS.	COST
Foreman,		
Teams,		
Carts,		
Tool Wagons,		
3-H. Teams,		
Labor,		
EXPENSE.		

Hauling Dirt—Manholes

CLASS	HRS.	COST
Foreman,		
Teams,		
Carts,		
3-H. Teams,		
Labor,		
MANHOLE.		

Hauling Conduit

CLASS	HRS.	COST
Foreman,		
Teams,		
Carts,		
Tool Wagons,		
3-H. Teams,		
Labor,		
CONDUIT.		

Hauling Dirt—Paving

CLASS	HRS.	COST
Foreman,		
Teams,		
Carts,		
3-H. Teams,		
Labor,		
PAVING.		

Total Labor Cost,

Contract Hauling, Lbs.,

CONDUIT.

Manhole Locations

At

"

"

"

"

(Sign)

D. Murray

260

RODDING REPORT.**Electrical Commission.**No. 15440 D.

Supt.'s Order No.

Date:

Charge to

Line on

St.,

Serial # 238**Rodding**

CLASS	HRS.	COST
Foreman,		
G. Boss,		
Labor,		
RODDING		

Measuring

CLASS	HRS.	COST
Foreman,		
G. Boss,		
Labor,		
EXPENSE.		

Cleaning Manholes

CLASS	HRS.	COST
Foreman,		
G. Boss,		
Labor,		
EXPENSE.		

Moving, Watching, Holidays, Etc.

CLASS	HRS.	COST
Foreman,		
G. Boss,		
Labor,	2	50
EXPENSE.		

CLASS**HRS.****COST**

Foreman,

G. Boss,

Labor,

Total Labor Cost,

Material**CLASS****KIND****QUANTITY**

Coal Oil,

Gals.,

EXPENSE.

REMARKS

(Sign)

R. W. Moat.

EMERGENCY REPORT.**Electrical Commission.**No. 41114 B.

Supt.'s Order No.

Date:

June 26-15Serial # 238Charge to Trunk Line on Lanvale St.,Bet - Broadway & Milton Ave**LABOR****MATERIAL**

CLASS	HRS.	COST	CLASS	KIND	QUANTITY
Dist. Foremen					
Foremen, 5a	8	3.50			
G. Bosses,					
"					
Pipe Fitters,					
For. Brklayers					
Bricklayers,					
Labor,	8	2.00			
Carts, Dirt,			Coal Oil,		Gals. $\frac{1}{2}$
Teams, "					
			EXPENSE.		
			REMARKS		
			Rain.		
			Sunday.		
			Holiday.		
			Moving from		
Linesmen, 25	8	3.00	TRUNK		
Linesmen,					
Watchmen,	16	4.00			
Carts, Flat'l.					
			Greenly		
Labor,					
EXPENSE.					
Total,		13.50			

(Sign)

E. C. Mullan



Handwritten text, possibly a signature or a date, located in the bottom left corner of the page. The text is faint and difficult to decipher.

Serial # 238

Between

Livesman.

Serial #260

Serial
260

Delcher-Mack-Dilworth 1-5-1940 No. 261
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County Baltimore City State Maryland
Name of agency or office Bureau of Mechanical/Electrical Service
(Office of custody) (Office which made the record, if different)
Address of office of custody Room #320, Municipal Bldg.
(Name of building, room number, street address)

1. Title (MANHOLE PHOTO NEGATIVES & PROSES)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both

2. Dates 1899 — 1900
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 199 Photo. NEGATIVES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling None
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents (Purpose and general nature of record. Principal items of information

CONSISTS OF PHOTO. NEGATIVES WITH PROSES SHOWING LOCATIONS
shown. Summary of forms used in making record, their headings, etc. If a very

OF MANHOLES, CONNECTIONS, CONDUITS, CABLES, TRENCHES ETC.
general or miscellaneous record, detailed information as to type of records

IN BALTO. CITY. SEE APPENDIX.
contained and dates covered by each should be given. Unless contents of those

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued _____

7. Arrangement None
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing None
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing Photo Negatives
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 199 PHOTO NEGATIVES 5" x 7" EACH.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities Bin No. 14 By West Wall
(Room, vault, wall--N.E.S.W., section, bin, shelf.
in Vault Near Room #102 City Hall.
cabinet, on floor)
12. Other information _____
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints _____
(Author) (Publisher)
(Place of publication) (Date of publication)

BUREAU OF MECHANICAL - ELECTRICAL SERVICE

ITEM 6

ADDENDA
ROOM # 320, MUNICIPAL BLDG.

3	NEGATIVE SHOWING	LOVE GROVE ALLEY GAS PIPE
1	" "	GAY STREET ST. BRIDGE UNDER WEST WALK
2	" "	OBSTRUCTIONS CORNER NORTH + SARATAGO ST.
4	" "	" ON CALVERT ST.
5	" "	MANHOLES ON LEXINGTON + NORTH STREETS.
4	" "	" " FREDERICK + LOMBARD "
2	" "	" " EUTAW + MULBERRY "
3	" "	" " CALVERT + LOMBARD "
2	" "	TRENCH UNDER PAVEMENT POST OFFICE BLDG
14	" "	CITY STREETS NOT IDENTIFIED
1	" "	MANHOLES LOMBARD + HOWARD STREETS
1	" "	HEAVY LINES CALVERT ST CORNER MERCER ST.
1	" "	MANHOLE FRAME CASTING TRANSFORMER
1	" "	CENTRE ST.
1	" "	DISTRICT POLE NORTH AVE + BOLTON ST
1	" "	CONDUIT LOMBARD + LIGHT STS.
1	" "	TELEPHONE CABLES NORTH AVE
2	" "	MANHOLES LEXINGTON AND CALVERT STS.
1	" "	POLES ON SIDEWALK BANK LANE WEST OF CALVERT ST
1	" "	CONDUIT SYSTEM MADISON AVE
1	" "	" " LOMBARD + CALVERT STS
1	" "	" " CALVERT ST.
6	" "	MANHOLES LEXINGTON + COURTLAND STS.

BUREAU OF MECHANICAL-ELECTRICAL SERVICE

ITEM 6

APPEND A

ROOM # 320, MUNICIPAL BLDG.

1	NEGATIVE SHOWING	CONDUIT SYSTEM SARATOGA ST PARK TO CATHEDRAL ST
1	" "	MANHOLE EXCHANGE PLACE
1	" "	CABLE STRUCK BY LIGHTNING
1	" "	TRENCH ON NORTH ST.
1	" "	POLE LINES CALVERT & BALTIMORE STS.
1	" "	OBSTRUCTIONS IN MANHOLES SARATOGA & DAVIS STS.
1	" "	MANHOLE LOMBARD ST & ERICK PLACE
1	" "	CONDUIT TRENCH OBSTRUCTION CHARLES & MULBERRY ST.
3	" "	MANHOLES BALTIMORE & CALVERT STS.
1	" "	EXCAVATION & PIPING, " " " "
1	" "	ARCHES ON MANHOLES FAYETTE & NORTH ST.
1	" "	OBSTRUCTIONS LOMBARD & HANOVER STS.
1	" "	DUCT LINE TRENCH CALVERT ST
1	" "	TRUNK & DISTRIBUTING LOVE GROVE ALLEY
1	" "	HIGH TIDE FLOODING TRENCH LOMBARD TO CALVERT STS.
1	" "	C. & P. DUCTS CALVERT & GERMAN STS.
1	" "	DUCT LINE CHARLES & CENTRE STS.
1	" "	CONDUIT SYSTEM HARRISON ST
2	" "	VIEWS OF MANHOLE CASTINGS
1	" "	" " CONCRETE MIXER AT WORK
1	" "	TRENCH ON HOPKINS PLACE
2	" "	" " LOVE GROVE ALLEY
1	" "	MANHOLE CONSTRUCTION ON LEXINGTON & NORTH STS.
2	" "	" " " " EUTAW & BALTO. STS.

BUREAU OF MECHANICAL - ELECTRICAL SERVICE

ITEM 6

ADDENDA

ROOM # 320, MUNICIPAL BLDG.

1	NEGATIVE SHOWING	ROOF 1ST. NATL BANK BLDG
2	" "	MANHOLE ST. PAUL & LEXINGTON STS.
18	" "	CONDUIT SYSTEM LOCATION NOT SHOWN
1	" "	MANHOLE MADISON & GAY STS
2	" "	" CENTRAL AVE & GAY STS
1	" "	CONDUIT LINE LOMBARD ST
1	" "	MANHOLE LOMBARD ST & HOLLIDAY ST.
1	" "	" " & SOUTH ST.
1	" "	PUTTING IN ARCHES IN MANHOLE EUTAW ST.
1	" "	BREAKING INTO MANHOLES FAYETTE & HOLLIDAY STS
4	" "	LARGE MANHOLE FRAME NORTH AVE
1	" "	CROSSING SEWER FAYETTE ST
2	" "	EXPOSED CABLE PRATT & PRESIDENT STS.
1	" "	BEGINNING WORK ON NORTH ST.
1	" "	S.E. CORNER CENTRAL AVE & GAY STS.
1	" "	W. WALL OF MANHOLE SARATOGA & ST PAUL STS - PLAN OF MANHOLE
1	" "	MANHOLE EUTAW & ROSS ST.
1	" "	CONCRETE MIXER CHARLES & LEXINGTON STS.
1	" "	" " " & MULBERRY
3	" "	MANHOLE EXCAVATION FAYETTE & NORTH STS.
1	" "	CONSTRUCTION OF 1ST. MANHOLE SARATOGA & NORTH ST.
1	" "	MANHOLE FRAME TRACING
2	" "	OBSTRUCTIONS LOMBARD COR. HANOVER ST.
1	" "	MANHOLE FAYETTE & PINE ST

DELCHER-MACK-DILWORTHBUREAU OF MECHANICAL-ELECTRICAL SERVICEITEM 6.
ADDENDA

ROOM # 320, MUNICIPAL BLDG.

1	NEGATIVE SHOWING	C. & M. STS. CONCRETE MIXER SERIES NO. 6
1	" "	EUTAW & MONUMENT STS. FINISHED ARCHES
2	" "	MADISON AVE BELOW BIDDLE ST WHEN HORSE FAT IN DITCH
1	" "	36 DUCT LINE EUTAW & MADISON ST
1	" "	MANHOLE CHARLES & LEXINGTON ST
1	" "	" EUTAW & LEXINGTON STS.
1	" "	TRENCH - HOLLIDAY ST BETWEEN FAYETTE & LEXINGTON STS
1	" "	OFFICE GROUP
1	" "	POLES LOMBARD & CALVERT STS
1	" "	ST MARKS ST NEAR McCULLOH = DIST. POLE
1	" "	EUTAW & MULBERRY ST = GAS CO REMOVING PIPE
1	" "	" & BALTIMORE ST = 8" F. LYING IN TRENCH
1	" "	" & GERMAN STS. HOLE SHOWING VAULT LINE
1	" "	EXCAVATION - FREDERICK & LOMBARD STS
1	" "	FAY ST BRIDGE UNDER WALK ON EAST SIDE
1	" "	MANHOLE OPPOSITE NORTH ST
1	" "	GAS BURNING IN MANHOLE ASQUITH & FAY STS.
1	" "	60 DUCT LINE EUTAW & LEXINGTON STS.
1	" "	COVER IN BRICK PAVEMENT MADISON & BIDDLE STS
1	" "	OLD WATER MAIN CALVERT ST
1	" "	TEL. CABLE NORTH & CENTER STS.
1	" "	DRAWING IN WINDLASS FAYETTE & ST. PAUL STS
1	" "	" " " " & CHARLES "
1	" "	STONE YARD EUTAW & CROSS STS

DELCHER - MACK - DILWORTH.BUREAU OF MECHANICAL-ELECTRICAL SERVICE

ITEM 6

ADDENDA

ROOM # 320, MUNICIPAL BLDG.

2	NEGATIVE SHOWING	EXPLOSION IN MANHOLE CALVERT & FERMAN ST.
1	" "	" " " " & BALTO. STS.
1	" "	WIRING NORTH & SARATOGA STS.
2	" "	MANHOLE FRAME & INNER COVER CASTINGS
1	" "	" BETWEEN 2° 9 & 10° W. LOMBARD & CALVERT STS.
1	" "	FAYETTE ST FROM ROOF OF EQUITABLE BLDG.
2	" "	DRIET UNDER BALTO. ST - BALTO. & CALVERT STS.
1	" "	C. & M. STS. CONCRETE MIXER NO 2.
1	" "	" " " " " NO 3
1	" "	" " " " " NO 4
1	" "	" " " " " NO 5
1	" "	81 DUCT LINE LOMBARD ST. EXCHANGE PLACE
1	" "	DUCTS LAID UNDER CITY HALL
1	" "	MANHOLE MONUMENT & GAP STS.
1	" "	PROPERTY OF C. K. ALLEN
1	" "	64 DUCT LINE LOMBARD & HOPKINS PLACE
1	" "	LOMBARD & HANOVER STS.
1	" "	OBSTRUCTIONS 81 DUCT LINE LOMBARD & CHEAPSIDE STS.
1	" "	CABLE STRUCT BP LIGHTNING
1	" "	MANHOLE CONSTRUCTION EUTAW & SARATOGA STS.
1	" "	MR. PHELPS OFFICE
1	" "	ISOMETRIC PROJECTION SUBWAY SYSTEM.
1	" "	MANHOLE NORTH & CENTER STS.

Bureau of Mechanical Electrical Service

ADDENDA

ITEM 6 Room # 320 Municipal Office Bldg.

1	Negative Showing	Trench on Eutaw St. At Lombard St.
1	" "	Moving 24" T.C. Drain Calvert & Balto. Sts.
2	" "	C. & P. Ducts Calvert & German Sts.
3	" "	" " " " Fayette Sts.
1	" "	Trench South of Fayette St. on Calvert St.
1	" "	Ducts Saratoga & Davis Sts.
1	" "	Manhole - Holliday & Water Sts.

DELCHER-MACK-FAWCETT DEC. 18, 1939 SERIAL No. 262
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title {MANHOLE LOCATION PHOTO NEGATIVES WITH PROOFS}
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1900 - - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 2 BUNDLES & 4 DRAWERS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF MANHOLE LOCATION PHOTO.
(Purpose and general nature of record. Principal items of information

NEGATIVES WITH PROOFS SHOWING LOCATIONS
shown. Summary of forms used in making record, their headings, etc. If a very

OF MANHOLES IN BALTIMORE CITY.
general or miscellaneous record, detailed information as to type of records

contained and dates covered by each should be given. Unless contents of these

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement IN POCKET FOLDERS ALPHA BY STREETS. NUM. BY FOLDER NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing PHOTO. NEGATIVES AND PROOFS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 4 DRAWERS 10³/₄" X 13¹/₄" X 24" APPROX. 960 NEGATIVES WITH PROOFS.
(Of record or container. Height, width, thickness or depth. Average number of

1 BDL 10" X 8" X 3" APPROX. 43 NEGATIVES WITH PROOFS.
pages or documents)

1 BDL 12" X 9" X 1" APPROX 20 NEGATIVES WITH PROOFS.

11. Location by dates and quantities 4 DRAWERS IN ^{METAL} CABINET BY NORTH WALL,
(Room, vault, wall--N.E.S.W., section, bin, shelf,

2 BDLS. IN CABINET NO. 4 BY WEST WALL IN VAULT,
cabinet, on floor)

NEAR ROOM 102 CITY HALL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-FAWCETT 12-20-1939 SERIAL No. 263
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM, 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { MOUNTED & UNMOUNTED PHOTOGRAPHS }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1904, 1907-1909, 1912.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 1905-1906, 1910-1911, MISSING.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF 123 PHOTOS SHOWING DAMAGE TO OVERHEAD
(Purpose and general nature of record. Principal items of information

WIRING BY SKEET STORM MAR. 4, 1919. 10 PHOTOS SHOWING
shown. Summary of forms used in making record, their headings, etc. If a very

DAMAGE TO WIRING & BLDG. RESULTING FROM HOLLIDAY ST.
general or miscellaneous record, detailed information as to type of records

FIRE JAN. 24, 1908. 1 PHOTO SHOWING OVERHEAD WIRES
contained and dates covered by each should be given. Unless contents of these

ON PENNA. AVE. NORTH OF PITCHER ST. ON FEB. 2, 1909.
records are described by other forms 12-13HR, such forms should be filled out

1 PHOTO. SHOWING SAME LOCATION AFTER REMOVAL
and attached)

6. Contents--continued OF WIRES 2-11-1911 - 36 PHOTOS SHOWING SERVICE BOXES AND THEIR CONDUIT CONNECTIONS AND LOCATIONS IN 1907. 25 PHOTOS SHOWING EXCAVATION WORK AND CONDUIT LAYING IN 1912
7. Arrangement NONE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)
9. Writing PHOTOGRAPHS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)
10. Size 1 BUNDLE, 12" X 10" X 16" 196 PHOTOS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
11. Location by dates and quantities METAL TOP SHELF IN CABINET
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
NO. 2. BY WEST WALL IN VAULT NEXT TO ROOM 102 CITY HALL BLDG.
12. Other information
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-MACK-FAWCETT 12-20-1939 SERIAL No. 264
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "ORDINANCES"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1898-1913
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FILE BOX
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling ORDINANCES
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF CITY ORDINANCES PERTAINING TO DEPARTMENTAL
(Purpose and general nature of record. Principal items of information

ESTIMATES FOR WORK AND NEW IMPROVEMENTS AND AMOUNT OF
shown. Summary of forms used in making record, their headings, etc. If a very

MONEY TO BE APPROPRIATED FOR SAME. AUTHORITY FOR
general or miscellaneous record, detailed information as to type of records

MAYOR & CITY COUNCIL TO ISSUE AND SELL CERTAIN
contained and dates covered by each should be given. Unless contents of those

AMOUNT OF STOCK TO COVER SUCH EXPENSES WHEN
records are described by other Forms 12-13HR, such forms should be filled out

APPROVED BY THE MAYOR & CITY COUNCIL AND THE
and attached)

6. Contents--continued REGISTERED VOTERS OF THE CITY, AND
ORDINANCES PERTAINING TO PLACING OF OVERHEAD
WIRES IN CONDUITS AND PENALTY FOR NONCOMPLIANCE
BY PRIVATE FIRMS, SEE COPIES ATT'D.
7. Arrangement NONE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TYPED
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 FILE BOX 12" X 5" X 10" APPROX. 40
(Of record or container. Height, width, thickness or depth. Average number of
ORDINANCES
pages or documents)
11. Location by dates and quantities ^{WOODEN} IN CABINET BY EAST WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,
IN VAULT NEXT TO ROOM 102, CITY HALL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

AN ORDINANCE to authorize, (in pursuance of an Act of the General Assembly of Maryland, passed at the January session of the year 1912, Chapter 27,) the Mayor and City Council of Baltimore to issue the stock of said corporation to an amount not exceeding two million (\$2,000,000) dollars for the purpose of providing extensions to the underground conduits, and their appurtenances, including distributing poles, built under the direction of the Electrical Commission of the City of Baltimore.

WHEREAS, By an Act of the General Assembly of Maryland, passed at its January session in the year 1912, Chapter 27, the Mayor and City Council of Baltimore was authorized to issue its stock to an amount not exceeding two million (\$2,000,000) dollars in the manner and on the terms therein set forth, the proceeds thereof to be used for the purpose of providing extensions to the underground conduits, and their appurtenances, including distributing poles, built under the direction of the Electrical Commission of said City; said extensions to be made in accordance with the authority vested in said Electrical Commission by Ordinances Nos. 106, 107 and 108 of the Mayor and City Council of Baltimore, approved August 25, 1898, and all amendments thereof or supplements thereto, passed by virtue of the provisions of Chapter 200 of the Acts of Assembly of Maryland, enacted during the session of the year 1892; and

WHEREAS, Money is now needed for said purposes;

SECTION 1. BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF BALTIMORE, That the Commissioners of Finance be and they are hereby authorized and directed to issue the registered stock of the City of Baltimore to the amount of two million (\$2,000,000) dollars, from time to time, as same may be required, for the pur-

poses hereinbefore named; and the said stock shall be sold by the Commissioners of Finance, from time to time, and at such times as shall be requisite, and the proceeds of the sale of said stock shall be used for the purposes hereinbefore named; provided that this ordinance shall not go into effect until it shall be approved by a majority of the votes of the legal voters of the City of Baltimore, cast at the time and place hereinafter designated.

SECTION 2. AND BE IT FURTHER ORDAINED, That the said stock shall be issued in sums of not less than one hundred (\$100) dollars each, redeemable on the first day of ~~December~~, 1962, bearing interest at the rate of not more than four per centum per annum, as may be determined by the Commissioners of Finance of the City of Baltimore; said interest to be paid semi-annually on the first day of ~~June~~ and the first day of ~~December~~ in each and every year, and on condition that the Mayor and City Council of Baltimore shall pay all taxes imposed by the State of Maryland for which the holders of said stock may be thereon legally liable.

SECTION 3. AND BE IT FURTHER ORDAINED, That ^a sufficient annual sum^s to meet the interest on said stock hereby authorized to be issued, ^{also a further annual sum sufficient to provide} and to accumulate (with the aid of any premiums on the sale of said stock) a sinking fund for the redemption of said stock at maturity, ~~(equivalent to the sum of fifteen thousand and two hundred (\$15,200) dollars per annum)~~ shall be levied on every hundred dollars' worth of assessable property in the City of Baltimore, and in the proper proportion for any greater or less amount. So soon as the sinking fund shall amount to a sum sufficient to redeem the stock hereby issued at maturity, the payment of the annual sum to accumulate said sinking fund

the sum of \$15,200

shall cease to be made. Any premium above the par value realized from the sale of any stock hereunder shall be paid into and constitute part of said sinking fund.

SECTION 4. AND BE IT FURTHER ORDAINED, That this ordinance shall be submitted to the legal voters of the City of Baltimore for their approval or disapproval, at the general election to be held in the City of Baltimore on Tuesday, the fifth day of November, 1912.

SECTION 5. AND BE IT FURTHER ORDAINED, That a copy of this ordinance and notice of the time for holding said election shall be published in at least four (4) of the daily newspapers published in said City of Baltimore, twice a week for two (2) weeks prior to said election.

List No. 2 - Estimates for new improvements.

Electrical Commission.

To be taken from the Conduit 1928 loan:

Salaries, seventeen thousand two hundred and fifty dollars

(\$17,250); Construction, one hundred and sixty-eight thousand

dollars (\$168,000).

*The estimate for
Electrical Commission
for 1905.*

PAPER
USA

An Ordinance entitled the " Ordinance of Estimates for the year nineteen hundred and five."

Section 1. Be it ordained by the Mayor and City Council of Baltimore, That the following amounts are hereby appropriated for the "Departmental Estimates," "Estimates for new improvements" and estimates for annual appropriations" of the Mayor and City Council of Baltimore for the year nineteen hundred and five:

List No 1- "Departmental Estimates."

Electrical Commission.

Operating and maintaining completed conduits, eight thousand and ninety-four dollars (\$8,094).

Approved Nov. 15th 1904

E. Clay Timanus

Mayor.

List No. 2- Estimates for new Improvements.

Electrical Commission.

To be taken from the Conduit 1928 Loan:

Salaries, seventeen thousand two hundred and fifty dollars (\$17,250); Construction, one hundred and sixty-eight thousand dollars (\$168,000).

A TRUE COPY,

DEC 7 - 1904 190
[Signature] Register.

Approved Nov 15 - 1904
E. Clay Tindall
Mayor

of 100,000 City Stock

June 5th 08

SECTION I. No fee shall be charged by the Mayor and City Council of Baltimore, Maryland, for the registration of voters or for the payment of the amount of One Million (\$1,000,000) Dollars from time to time as the same may be required for the purposes hereinbefore named; and the said stock shall be held by the Commissioners of Finance from time to time and at such times as shall be required; and the proceeds of the sale of said stock shall be used for the purposes hereinbefore named; provided that this ordinance shall not go into effect until it shall be approved by a majority of the votes of the legal voters of the City of Baltimore cast at the time and place hereinafter designated.

by the State of Maryland for which the holders of said stock may be interested and on condition that the Mayor and City Council shall pay all taxes imposed on the first day of June and the first day of December in each and every year, the Mayor and City Council shall pay to the City of Baltimore, said interest to be paid semi-annually on the first day of June and the first day of December, 1938, yearly interest at the rate of not more than four per centum per annum, as may be determined by the Commissioners of Finance of the City of Baltimore; and the said stock shall be issued in sums of not less than one hundred (\$100) dollars each, redeemable at the first day of December, 1938, and be a further evidence, that the said stock shall be

[illegible]

SECTION 4. And be it further ordained, that this ordinance shall be applied to the legal voters of the City of Baltimore for their removal or disapproval at the general election to be held in the City of Baltimore on Tuesday the third day of November, 1908.

SECTION 5. And be it further ordained, that a copy of this ordinance and notice of the time for holding said election shall be published in at least four (4) of the daily newspapers published in said City of Baltimore twice a week for two (2) weeks prior to said election.

[illegible]

AN ORDINANCE TO AUTHORIZE (IN PURSUANCE OF AN ACT OF THE GENERAL ASSEMBLY OF MARYLAND, PASSED AT THE JANUARY SESSION IN THE YEAR 1908 CHAPTER 165) THE MAYOR AND CITY COUNCIL OF BALTIMORE TO ISSUE THE STOCK OF SAID CORPORATION TO AN AMOUNT NOT EXCEEDING ONE MILLION DOLLARS (\$1,000,000) FOR THE PURPOSE OF PROVIDING EXTENSIONS TO THE UNDERGROUND CONDUITS, AND THEIR APPURTENANCES, INCLUDING DISTRIBUTING POLES, BUILT UNDER THE DIRECTION OF THE ELECTRICAL COMMISSION OF THE CITY OF BALTIMORE.

WHEREAS, by an Act of the General Assembly of Maryland, passed at its January Session in the year 1908, Chapter 165, the Mayor and City Council of Baltimore was authorized to issue its stock to an amount not exceeding One Million Dollars (\$1,000,000) in the manner and on the terms therein set forth, the proceeds thereof to be used for the purpose of providing extensions to the underground conduits, and their appurtenances, including distributing poles, built under the direction of the Electrical Commission of said City; said extensions to be made in accordance with the authority vested in said Electrical Commission by Ordinance Nos. 106, 107 and 108 of the Mayor and City Council of Baltimore, approved August 25, 1898, and all amendments thereof or supplements thereto, passed by virtue of the provisions of Chapter 200 of the Acts of Assembly of Maryland, enacted during the Session of the year 1892; and

WHEREAS, the money is now needed for said purposes.

SECTION 1. Be it ordained by the Mayor and City Council of Baltimore, that the Commissioners of Finance be and they are hereby authorized and directed to issue the registered stock of the City of Baltimore to the amount of One Million (\$1,000,000) Dollars from time to time as the same may be required for the purposes hereinbefore named; and the said stock shall be sold by the Commissioners of Finance from time to time and at such times as shall be requisite; and the proceeds of the sale of said stock shall be used for the purposes hereinbefore named; provided that this ordinance shall not go into effect until it shall be approved by a majority of the votes of the legal voters of the City of Baltimore cast at the time and place hereinafter designated.

SECTION 2. And be it further ordained, that the said stock shall be issued in sums of not less than one hundred (\$100) dollars each, redeemable on the first day of December, 1958, bearing interest at the rate of not more than four per centum per annum, as may be determined by the Commissioners of Finance of the City of Baltimore; said interest to be paid semi-annually on the first day of June and the first day of December in each and every year, and on condition that the Mayor and City Council shall pay all taxes imposed by the State of Maryland for which the holders of said stock may be thereon legally liable.

SECTION 3. And be it further ordained, that a sufficient annual sum to meet the interest on said stock hereby authorized to be issued and also a further annual sum sufficient to produce the sum of \$7,600. to accumulate (with the aid of any premiums on the sale of said stock) a sinking fund for the redemption of said stock at maturity shall be levied on every hundred dollars worth of assessable property in the City of Baltimore, and in the proper proportion for any greater or less amount. So soon as the sinking fund shall amount to a sum sufficient to redeem the stock hereby issued at maturity the payment of the annual sum to accumulate said sinking fund shall cease to be made. Any premium above the par value realized from the sale of any stock hereunder shall be paid into and constitute part of said sinking fund.

SECTION 4. And be it further ordained, that this ordinance shall be submitted to the legal voters of the City of Baltimore for their approval or disapproval at the general election to be held in the City of Baltimore on Tuesday the third day of November, 1908.

SECTION 5. And be it further ordained, that a copy of this ordinance and notice of the time for holding said election shall be published in at least four (4) of the daily newspapers published in said City of Baltimore twice a weeks for two (2) weeks prior to said election.

Approved June 4, 1908,
J. Barry Mahool,
Mayor.

A TRUE COPY,

JUN 5 1908

190

J. Sewell
City Register

Serial
264

8

AN ORDINANCE TO REPEAL AND
REORDAIN WITH AMENDMENTS
SECTION 9 OF ARTICLE 9
OF THE BALTIMORE CITY
CODE OF 1906, BEING SEC-
TION 2 OF ORDINANCE NO.
106, APPROVED AUGUST 26,
1898.

AN ORDINANCE TO REPEAL AND RE-ORDAIN WITH AMENDMENTS
SECTION 9 OF ARTICLE 9 OF THE BALTIMORE CITY CODE
OF 1906, BEING SECTION 2 OF ORDINANCE NO. 106,
APPROVED AUGUST 25, 1898.

SECTION 1. BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF BALTIMORE, That Section 9 of Article 9 of the Baltimore City Code of 1906, being Section 2 of Ordinance No. 106, approved August 25, 1898, be and the same is hereby repealed and re-ordained with amendments so as to read as follows:

9. Any corporation or individual failing to comply with the order of the Electrical Commission, to place their wires underground within one hundred and fifty (150) days from the time of said notification to be served on the president, manager or other legal representative of said corporation or on the individual or his representative owning or operating overhead wires shall be subject to a fine of fifty dollars (\$50.00) for each and every pole, except trolley poles left standing for each and every week over and above the one hundred and fifty (150) days above specified, and any corporation or individual operating or maintaining overhead street railway feeders shall be subject to a fine of fifty dollars (\$50.00) for each one hundred (100) lineal feet of overhead feeder lines not so removed for each and every week over and above the one hundred and fifty (150) days above specified.

SECTION 2. AND BE IT FURTHER ORDAINED, That this Ordinance shall take effect from the date of its passage.

DELCHER-MACK-FAWCETT, 12-4-1939, SERIAL No. 265
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "PERMITS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1933, 1935-1938
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 7 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA NO. 1
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 1934 MISSING
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF PERMITS TO ENTER CONDUIT SYSTEM BY
(Purpose and general nature of record. Principal items of information

PRIVATE FIRMS TO PERFORM VARIOUS KINDS OF WORK
shown. Summary of forms used in making record, their headings, etc. If a very

SHOWING PERMIT NO. DATE, LOCATION, PURPOSE,
general or miscellaneous record, detailed information as to type of records

NAMES OF PERSONS TO ENTER MANHOLE, FOREMAN
contained and dates covered by each should be given. Unless contents of these

IN CHARGE, DATE AND HOUR COVERED BY PERMIT,
records are described by other Forms 12-13HR, such forms should be filled out

RELEASE OF CITY FROM ACCIDENT OR INJURY
and attached)

6. Contents--continued RESPONSIBILITY & SIGNATURES OF CHIEF CABLE INSPECTOR AND MECHANICAL ELECTRICAL ENGINEER, BACK OF FORM SHOWS RULES GOVERNING USE OF CITY CONDUITS. SEE FORM ATTD.
7. Arrangement NUM. BY PERMIT NO. - CHRONO. BY DATE OF PERMIT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 BDL. 12" X 9" X 10" - 2 BDL. 12" X 9" X 6" EACH.
(Of record or container. Height, width, thickness or depth. Average number of
4 BDL. 12" X 9" X 8" EACH APPROX. 12900
pages or documents)

PERMITS

11. Location by dates and quantities 5TH. BIN FROM EAST WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,
4TH. ROW FROM TOP, BY SOUTH WALL IN
cabinet, on floor)
VAULT NEAR ROOM 318 MUNICIPAL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.
SEE SERIALS 266 + 267 FOR OTHER YEARS.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Serial #265

PERMIT OF ENTRANCE-CITY CONDUIT SYSTEM

BUREAU OF MECHANICAL-ELECTRICAL SERVICE OF BALTIMORE CITY

No. _____

Permission is hereby granted _____

a lessee of the Bureau of Mechanical-Electrical Service, to enter City manholes located as follows: _____

This Copy
Goes To
Applicant.

for the purpose of _____

in accordance with the Rules and Regulations of the Bureau of Mechanical-Electrical Service (printed on the reverse side of this permit), and under the condition that the aforesaid lessee agrees, by the acceptance of this permit to indemnify and save harmless the Mayor and City Council of Baltimore from any and all accidents of whatever nature, that may happen or result from the performance and execution of the work contemplated to be done under the sanction of this permit.

Employees to enter manhole _____

Foreman in charge _____

PERMIT GOOD BETWEEN THE HOURS _____ AND _____
ON THE FOLLOWING DAYS _____

APPROVED:

CHIEF CABLE INSPECTOR.

MECHANICAL-ELECTRICAL ENGINEER

(OVER)

Rules and Regulations Governing the Use of the City Conduits

IN GENERAL

1. Before entering upon the occupancy of duct space, the applicant must enter into a contract and execute a penal bond in the sum of one hundred dollars (\$100) per mile of duct applied for in accordance with Ordinance No. 107, approved August 25, 1898.

Applications for duct space must be made on blanks furnished by the Bureau of Mechanical-Electrical Service.

No limit will be placed upon the voltage of conductors to be used in this duct space.

All work upon the conduits, either repairs or additions, will be done by the Bureau of Mechanical-Electrical Service.

All appliances proposed to be used by the lessee for installing, handling and connecting cables must be approved by the Bureau of Mechanical-Electrical Service before being used.

Any person or persons tampering with or opening, or in any way interfering with manholes or conduits or any of the cables in the conduits, without first securing a permit from the Bureau of Mechanical-Electrical Service, as herein provided, will be prosecuted in accordance with Ordinance No. 101, approved January 15, 1901.

PERMITS

2. Lessees desiring access to manholes will be issued a permit upon written application to the Bureau of Mechanical-Electrical Service and entrance otherwise than by such permit is prohibited. Applications for permits must be made on blanks furnished by the Bureau of Mechanical-Electrical Service.

The said permit shall state the names of employees of the lessee who shall be permitted in any manhole at the same time and the particular work for which the permit is granted. The access to all manholes shall be in the presence of an inspector of the Bureau of Mechanical-Electrical Service. Any or all permits are revocable at the option of the Bureau of Mechanical-Electrical Service.

Except in emergency cases, applications for entrance into manholes must be made before 3 o'clock P. M. of the day before the permit is to be used.

REPAIRS

3. Repairs to the cables in the city conduits are to be made by the lessee when ordered to do so by the Bureau of Mechanical-Electrical Service upon the condition of any cable having been found such as to be unsatisfactory for the purpose for which it is intended. In each instance a time limit will be set within which time limit, the repairs must be satisfactorily made, otherwise the use of the cable will be ordered discontinued.

CABLES

4. The lessee shall secure to each of its cables in every manhole a suitable tag or name plate giving in clear and permanent marking the name of the owner, with a description of the cable relative to its operating voltage and load, character of current, and number and size of conductors.

A dead end of any lead-covered cable shall never be left with the bare end of its conductor exposed in a manhole. All such ends must be hermetically sealed with solder or a proper terminal.

The location of cables on racks in the manholes shall conform to the system as established by the Bureau of Mechanical-Electrical Service, and no deviation will be allowed except by special permission.

All cables, for whatever service intended, shall be equipped, at the points where they enter and leave the conduits, with proper protective devices.

TESTS

5. The Bureau of Mechanical-Electrical Service, through its proper and accredited representative, shall at all times have the right of entrance into the power station or any other point of distribution belonging to the lessee for the sole purpose of testing.

PRECAUTIONS

6. Before allowing any of its employees to enter a manhole, the lessee shall first make sure that there is no danger due to the presence of gas in the manhole. In the event of gas being present the lessee must protect its employees by keeping up a good circulation of air in the manhole by means of an adequate number of hand-blowers during the entire time the work is in progress. Should there be danger of driving gas into other manholes in which work is not being done, such manholes shall be opened and protected as below provided, if considered necessary by the Bureau of Mechanical-Electrical Service.

All manholes opened by the lessee shall be protected by a guard at least thirty-six inches high surrounding the opening.

The lessee must provide a watchman on the surface at each manhole opening to protect the traffic of the street. He shall be provided with a red signal flag and shall take all proper precautions to warn pedestrians and vehicles.

No lights requiring flames shall be allowed in manholes. Solder, used for wiping joints of the lead covers of cables, and paraffine shall never be lowered into manholes when overheated.

Smoking, or the use of intoxicating liquors by employees of the lessee, while in or about manhole openings is prohibited.

While the employees of any lessee are at work in a manhole, they shall be careful not to touch or disturb any cables except those belonging to the lessee to whom the permit is issued. Should it become necessary, for any reason, to touch or disturb any other cables the lessee shall first notify the Bureau of Mechanical-Electrical Service, and no such cables shall be touched or disturbed until the necessary authority in writing shall have been obtained from the company owning same or by the said Bureau of Mechanical-Electrical Service.

PENALTY

7. Any employee who shall show a disposition to disregard these rules shall be, in the discretion of the Bureau of Mechanical-Electrical Service, prohibited access into any manhole or upon any part of the City conduits.

AMENDMENTS

8. These Rules and Regulations may be amended by the Bureau of Mechanical-Electrical Service, from time to time, as it may deem necessary for the efficient use of the conduits and the protection of the cables therein.

INSPECTION SERVICE

9. A charge for inspection services, rendered by inspectors of the Bureau of Mechanical-Electrical Service as provided in these Rules and Regulations to any individual or corporation who has been authorized to open or to enter any manhole or to work in any portion of the municipal conduit system, shall be made to aforesaid individual or corporation and collected as other charges are collectible.

(Adopted November 29th, 1915.)

By the term "Bureau of Mechanical-Electrical Service" is meant a duly accredited representative acting by authority of said Bureau of Mechanical-Electrical Service.

Adopted by the Bureau of Mechanical-Electrical Service, October 4, 1900. Revised January 7, 1914.

BUREAU OF MECHANICAL ELECTRICAL SERVICEADDENDA ITEM 4ROOM 320 MUNICIPAL BLDG.

1	BUNDLE	PERMITS TO ENTER MANHOLES 66703-68803-1933
1	BUNDLE	PERMITS TO ENTER MANHOLES 71121-73434-1935
1	BUNDLE	PERMITS TO ENTER MANHOLES 73435-75846-1936
1	BUNDLE	PERMITS 75848-77499 JAN-JUNE-1937
1	BUNDLE	PERMITS FOR 1937 JULY TO DEC. 77500-79606
1	BUNDLE	PERMITS 1938-79607-81610
1	BUNDLE	PERMITS 1938-81611-83082

DELCHER - MACK - KILROY NOV, 8, 1939 SERIAL No. 2166
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE, CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE,
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "COMPLETED PERMITS FOR MANHOLE ENTRANCE"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling COMPLETED PERMITS FOR MANHOLE ENTRANCE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF PERMITS TO ENTER CONDUIT SYSTEM BY
(Purpose and general nature of record. Principal items of information

PRIVATE FIRMS TO PERFORM VARIOUS KINDS OF WORK
shown. Summary of forms used in making record, their headings, etc. If a very

SHOWING PERMIT NO, DATE, LOCATION, PURPOSE,
general or miscellaneous record, detailed information as to type of records

NAMES OF PERSONS TO ENTER MANHOLES, FOREMAN
contained and dates covered by each should be given. Unless contents of these

IN CHARGE, DATE & HOUR COVERED BY PERMIT,
records are described by other Forms 12-13HR, such forms should be filled out,

RELEASE OF CITY FROM ACCIDENT OR INJURY
and attached)

6. Contents--continued RESPONSIBILITY & SIGNATURES OF CHIEF
CABLE INSPECTOR AND MECHANICAL ELECTRICAL
ENGR. BACK OF FORM SHOWS RULES GOVERNING
USE OF CITY CONDUITS, SEE SERIALS 265-267 FOR OTHER YEARS.
7. Arrangement NUM. BY PERMIT NO. CHRONO. BY DATE OF PERMIT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 DRAWER 11 1/2" X 16" X 27" APPROX. 2700
(Of record or container. Height, width, thickness or depth. Average number of
PERMITS.
pages or documents)
11. Location by dates and quantities ^{WOODEN} IN CABINET IN CENTRE OF
(Room, vault, wall--N.E.S.W., section, bin, shelf,
ROOM 322 MUNICIPAL BLDG.
cabinet, on floor)
12. Other information SEE SERIALS 265-267 FOR OTHER
(Condition of record if not good. Relation to other records.
DATES.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints _____ (Author) _____ (Publisher)

(Place of publication) (Date of publication)

DEICHER-MACK-FAWCETT DEC. 4, 1939 SERIAL No. 267
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE.
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)
1. Title "PERMITS"
(Give present full title in quotes; assigned title, if any, in brackets.)
If record has had other titles, list them with dates or quantities or both)
2. Dates FEB. 1901-APR. 1, 1914, JAN. 5, 1918-DEC. 31, 1926
(Earliest and latest dates; missing dates. Show exact date of breaks)
3. Quantity 28 BUNDLES & 58 VOLUMES.
(Number of volumes; file drawers; file boxes; bundles; other)
4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)
5. Discontinued and missing records APR. 2, 1914-JAN. 4, 1918.
(If record discontinued, give reason and state
whether same information shown in another record. Explain why records are
missing, if possible)
6. Content CONSISTS OF PERMITS TO ENTER CONDUIT SYSTEM BY PRIVATE
(Purpose and general nature of record. Principal items of information
FIRMS TO PERFORM VARIOUS KINDS OF WORK SHOWING PERMIT NO, DATE,
shown. Summary of forms used in making record, their headings, etc. If a very
LOCATION, PURPOSE, NAMES OF PERSONS TO ENTER MANHOLES,
general or miscellaneous record, detailed information as to type of records
FOREMAN IN CHARGE, DATE & HOUR COVERED BY PERMIT,
contained and dates covered by each should be given. Unless contents of these
RELEASE OF CITY FROM ACCIDENT OR INJURY RES-
records are described by other Forms 12-13HR, such forms should be filled out
POSSIBILITY
and attached)

6. Contents--continued AND SIGNATURES OF CHIEF CABLE INSPECTOR
AND MECHANICAL ELECTRICAL ENGR. BACK OF
FORM SHOWS RULES GOVERNING USE OF CITY CONDUITS.
7. Arrangement NUM. BY PERMIT NO. CHRON. BY DATE OF PERMIT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 58 VOLUMES 14" X 9" X 1 1/2" EACH APPROX 14500 PERMITS.
(Of record or container. Height, width, thickness or depth. Average number of
28 BUNDLES 12 X 9" X 4" EACH APPROX 28000 PERMITS
pages or documents)
11. Location by dates and quantities 58 VOLUMES IN BINS 8 X 10 BY
(Room, vault, wall--N.E.S.W., section, bin, shelf,
WEST WALL 9 28 BDLs. ON TOP OF CABINET BY EAST
cabinet, on floor)
WALL IN VAULT NEAR ROOM 102 CITY HALL BLDG.
12. Other information
(Condition of record if not good. Relation to other records.
SEE SERIALS 265-267 FOR OTHER DATES.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

SHEET, 2.

ITEM

BUREAU OF MECHANICAL ELECTRICAL SERVICE

4 ADDENDA.

ROOM 320 MUNICIPAL BLDG.

1	VOLUME	ELECTRICAL COMMISSION PERMITS NO. 8			
1	"	"	"	"	NO. 9
1	"	"	"	"	NO. 10
1	"	"	"	"	NO. 11
1	"	"	"	"	NO. 12
1	"	"	"	"	NO. 13
1	"	"	"	"	NO. 14
1	"	"	"	"	NO. 15
1	"	"	"	"	NO. 16
1	"	"	"	"	NO. 17
1	"	"	"	"	NO. 18
1	"	"	"	"	
1	"	"	"	"	
1	"	"	"	"	
1	"	"	"	"	
1	"	"	"	"	NO. 11501 - 11750
1	"	"	"	"	NO. 11751 - 12000
1	"	"	"	"	NO. 12001 - 12250
1	"	"	"	"	NO. 12251 - 12500
1	"	"	"	"	NO. 12501 - 12750
1	"	"	"	"	NO. 12751 - 13000
1	"	"	"	"	NO. 13001 - 13250
1	"	"	"	"	NO. 13251 - 13500
1	"	"	"	"	NO. 13501 - 13750
1	"	"	"	"	NO. 13751 - 14000
1	"	"	"	"	NO. 14001 - 14250
1	"	"	"	"	NO. 14251 - 14500
28	BUNDLES	NOT LABELED.			

DELCHER-MACK-FAWCETT. NOV. 29 1939. SERIAL No 268
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "LETTERS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1899 - 1913
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 10 FILE BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF LETTERS FROM VARIOUS PARTIES
(Purpose and general nature of record. Principal items of information

TO ELECTRICAL ENGINEER RELATIVE TO EMPLOYMENT
shown. Summary of forms used in making record, their headings, etc. If a very

WITH ELECTRICAL COMMISSION.
general or miscellaneous record, detailed information as to type of records

ALL LETTERS SHOW DATE RECEIVED BY THE
contained and dates covered by each should be given. Unless contents of these

ENGINEER, NAME OF PARTY TO WHOM LETTER
records are described by other Forms 12-13HR, such forms should be filled out

IS REFERRED AND DATE SAME ANSWERED.
and attached)

6. Contents--continued

7. Arrangement ALPHA, BY NAME OF CORRESPONDENT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDW. & TYPED ON LETTER HEAD BLANKS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

& PLAIN LETTER PAPER.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 10 FILE BOXES 12" X 3" X 12" EACH
(Of record or container. Height, width, thickness or depth. Average number of

APPROX. 2500 LETTERS
pages or documents)

11. Location by dates and quantities IN BIN 34 BY SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,

IN VAULT NEAR ROOM 102 CITY HALL
cabinet, on floor)

BLDE.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

BUREAU OF MECHANICAL ELECTRICAL SERVICE

ADDENDA ITEM 4. ROOM # 320 MUNICIPAL BLDG

1	FILE BOX	1902-1903
1	"	1903
1	"	LETTERS 1913
1	"	" 1913
1	"	" 1913
1	"	" 1913
1	"	" 1913
1	"	" 1913
2	"	APPLICATIONS FOR POSITIONS

DELCHER-MACK-FAWCETT 12-6-1939 SERIAL No. 269
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE.
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "PERSONNEL RECORD"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1898-1901.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PERSONNEL RECORD
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF RECORD SHOWING NAMES
(Purpose and general nature of record. Principal items of information

OF EMPLOYEES OF ELECTRICAL COMMISSION
shown. Summary of forms used in making record, their headings, etc. If a very

GIVING EMPLOYEES' ADDRESS, WARD NO.
general or miscellaneous record, detailed information as to type of records

CLASS OF LABOR, DATE EMPLOYMENT
contained and dates covered by each should be given. Unless contents of these

BEGAN AND TERMINATED.
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement NUM. BY WARD NUMBER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDW. ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 VOLUME 8 3/4" X 1" X 5 3/4" 180 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities IN CABINET NO. 1 BY WEST
(Room, vault, wall--N.E.S.W., section, bin, shelf,

WALL IN VAULT NEAR ROOM 102 CITY
cabinet, on floor)

HALL BLDF.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-PEYTON OCT. 20, 1939 SERIAL No. 270
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { PERSONNEL CARDS }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1906-1917
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 10 FILE DRAWERS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF PERSONNEL CARDS SHOWING NAME
(Purpose and general nature of record. Principal items of information

OF EMPLOYEE OF ELECTRICAL COMMISSION, EMPLOYEES
shown. Summary of forms used in making record, their headings, etc. If a very

ADDRESS, WARD NO., DATE EMPLOYMENT BEGAN,
general or miscellaneous record, detailed information as to type of records

DATE EMPLOYMENT TERMINATED AND REMARKS.
contained and dates covered by each should be given. Unless contents of these

BACK OF CARD SHOWS DATE LAID OFF DUE TO
records are described by other Forms 12-13HR, such forms should be filled out

LACK OF WORK AND DATE REINSTATED
(and attached)

6. Contents--continued

7. Arrangement ALPHA BY NAME OF EMPLOYEE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDW. OF PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 2 FILE DRAWERS 4" X 5 1/2" X 12 EACH APPROX 2400 CARDS
(Of record or container. Height, width, thickness or depth. Average number of

4 FILE DRAWERS 3 1/2" X 5 1/2" X 15" EACH APPROX 4000 CARDS 3 FILE
pages or documents)

DRAWERS 4" X 6 1/2" X 14" EACH APPROX 3000 CARDS 1 FILE DRAWER 3" X 10 1/2" X 14" APPROX 2600 CARDS

11. Location by dates and quantities 1 FILE DRAWER IN CABINET BY EAST WALL - 3 FILE
(Room, vault, wall--N.E.S.W., section, bin, shelf,

DRAWERS IN CABINET ON TOP OF CABINET CENTER OF VAULT - 6 FILE BOXES
cabinet, on floor)

IN TOP ROW 3D BIN FROM E. WALL BY S. WALL ALL IN VAULT NEAR ROOM 318 MUNICIPAL
BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-FAWCETT
(Worker's full name)

12-4-1939
(Date)

SERIAL No. 271
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY

State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { LABOR APPLICATION }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1907 - AUG. 17, 1909
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 2 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF LABOR APPLICATION BLANKS SHOWING
(Purpose and general nature of record. Principal items of information

NAME OF APPLICANT, DATE, RESIDENCE WARD AND
shown. Summary of forms used in making record, their headings, etc. If a very

PRECINCT NO. NAME OF PARTY RECOMMENDING THE
general or miscellaneous record, detailed information as to type of records

APPLICANT, LOCATION BY STREET NO. WARD AND
contained and dates covered by each should be given. Unless contents of these

PRECINCT NO. OF APPLICANTS, REGISTRATION, SIGNATURE
records are described by other Forms 12-13HR, such forms should be filled out

OF PARTY APPROVING APPLICATION, DATE CHECKED
and attached)

6. Contents--continued OUT AND CHECK OUT NUMBER.
SEE FORM. ATTD.
7. Arrangement CHRONO. BY DATE OF APPLICATION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 2 BUNDLES 7" X 5" X 3" EACH APPROX 2500
(Of record or container. Height, width, thickness or depth. Average number of
APPLICATIONS.
pages or documents)
11. Location by dates and quantities IN CABINET NO. 1 BY WEST
(Room, vault, wall--N.E.S.W., section, bin, shelf,
WALL IN VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

ELECTRICAL COMMISSION,
BALTIMORE, MD.

#173 #285
15/07

LABOR APPLICATION.

Date

April 15/07

Name

Edmund J. Murphy

Residence

200 Harrison

Street,

Ward

4

Precinct

[Handwritten signature]

Recommended by (Sign.)

Registered from

Street,

Ward

Precinct

"O. K."

Checked out (Date)

April 15/07

Under No.

339

Serial 271

DELCHER-PEYTON OCT. 26, 1939 SERIAL No. 272
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { LABOR BUREAU & W.P.A. APPLICATION CARDS }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1932 - - -
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 15 FILE DRAWERS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF LABOR BUREAU AND W.P.A. APPLICATION
(Purpose and general nature of record. Principal items of information

CARDS SHOWING NAME OF APPLICANT, RESIDENCE, DATE
shown. Summary of forms used in making record, their headings, etc. If a very

OF APPLICATION, NAME OF PARTY RECOMMENDING THE
general or miscellaneous record, detailed information as to type of records

APPLICANT, WARD AND PRECINCT NO. & CLASS OF LABOR.
contained and dates covered by each should be given. Unless contents of these

RECORD IS USED AS A REGISTRATION FILE SHOWING
records are described by other forms 12-13HR, such forms should be filled out

NAMES OF MEN ACCEPTED AND AVAILABLE FOR
and attached)

6. Contents--continued WORK WHEN MEN ARE NEEDED. CARDS FOR
DECEASED APPLICANTS ARE PLACED IN INACTIVE FILE
LABELED "DEAD"

7. Arrangement ALPHA, BY NAME OF APPLICANT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED & HDW. OF PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 12 DRAWERS 3"X5"X17" ^{EACH} APPROX 9000 CARDS.
(Of record or container. Height, width, thickness or depth. Average number of
3 DRAWERS 3 1/2"X6"X17" EACH APPROX 3000 CARDS
pages or documents)

11. Location by dates and quantities IN WOOD CABINET BY EAST WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,

ROOM 320 MUNICIPAL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication)

(Date of publication)

ITEM. 4 BUREAU OF MECHANICAL ELECTRICAL SERVICEADDENDA.ROOM 320 MUNICIPAL BLDG.

1	DRAWER	WORK CARDS YELLOW FROM LABOR BUREAU
1	"	TIME JOHN W. FERRELL
1	"	BUREAU OF STORES
1	"	LIGHTING
1	"	MECHANICAL
1	"	CONSTRUCTION
1	"	DEAD
1	"	DEAD
1	"	INCINERATOR CUT OFF P.-Z.
1	"	INCINERATOR A.O.
1	"	SUPERVISION W.P.A. WORK
1	"	SUPERVISION W.P.A. WORK.
1	"	ACCIDENTS - HISTORY CARDS - INCINERATOR - DOCTORS SIGNED SLIPS.
1	"	MUN. EMP. BUREAU.
1	"	MATERIAL LOST.

DELCHER-MACK-PEYTON NOV. 1, 1939 SERIAL No. 273
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 340 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { BUREAU OF MECHANICAL ELECTRICAL SERVICE TIME SHEET }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1938-1939
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF TIME SHEET SHOWING DATE, NAME OF FOREMAN,
(Purpose and general nature of record. Principal items of information

ENGINEER, DIVISION HEAD, OFFICE, NAME OF EMPLOYEE,
shown. Summary of forms used in making record, their headings, etc. If a very

NUMBER, CLASS, ITEM NO. ORDER NO. OPERATION, HOURS
general or miscellaneous record, detailed information as to type of records

WORKED, HOURS PAID, ACCOUNT UNDER EACH ITEM,
contained and dates covered by each should be given. Unless contents of these

MATERIAL INSTALLED SHOWING ITEM NO. ORDER NO.
records are described by other Forms 12-13HR, such forms should be filled out

QUANTITY & DESCRIPTION OF MATERIAL USED, TOTAL HOURS,
and attached)

6. Contents--continued AND LOCATION AND DESCRIPTION OF WORK
BACK OF SHEET GIVES INSTRUCTIONS. SEE ATTD FORM,
7. Arrangement CHRONO. BY DATE OF TIME SHEET
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TYPED & HDW ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 DRAWER 3 1/2" X 29" X 3 1/2" APPROX 500 SHEETS
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities 7TH DRAWER FROM TOP IN WOODEN
(Room, vault, wall--N.E.S.W., section, bin, shelf,
CABINET CENTER OF ROOM 322 MUNICIPAL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

I hereby certify hours credited as indicated herein represent actual hours earned in the performance of duty this day; and further that the hours indicated were earned on operations cited.

CITY OF BALTIMORE

BUR. OF MECH.-ELEC. SERVICE—TIME SHEET

DATE

Serial # 273

FOREMAN

ENGINEER

DIV. HEAD

SEE INSTRUCTIONS ON REVERSE SIDE

OFFICE

NUMBER

CLASS

NAME

HOURS WORKED

HOURS PAID

ACCOUNT

ITEM NO.

1

2

3

4

5

ORDER NO.

OPERATION

MATERIAL INSTALLED

ITEM NO.

ORDER NO.

QUANTITY

DESCRIPTION

ITEM NO.

ORDER NO.

TOTAL HOURS

ITEM NO.

LOCATION

DESCRIPTION OF WORK

Sev'l
273

INSTRUCTIONS: All foremen authorized to prepare time sheets will do so only at the close of each working day and will use the time book as provided for the purpose. Time books and time sheets must always be in accord. At the close of each working day the foreman is required to submit a time sheet to his respective superintendent who will countersign the same promptly and forward it to the office of this Bureau. No sheet will be accepted for prompt credit unless submitted to the office by noon of the day following the working day. Time for employees transferred to other foremen during the working day will be credited to the hour of transfer only, as actual hours only are credited on time sheets. Should a foreman neglect to submit an employees time credit he will execute a separate time sheet for the same, marked "Omitted time, date....." Should a foreman in error credit an employee in excess of actual hours earned, a prompt notice thereof must be forwarded in duplicate to the office of this Bureau to effect proper adjustment. All foremen are warned to comply strictly with these instructions. Do not hesitate to explain doubtful items on the reverse side of this sheet. Hours in excess of ten are to be noted "straight time" after each item. Time and one-half or double time is not permissible.

DELCHER-PEYTON
(Worker's full name)

OCT 2, 1939
(Date)

SERIAL No. 274
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "DAILY LABOR & SALVAGE REPORT"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1932
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 CARDBOARD TRANSFILE CASE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling 1932 DAILY LABOR & SALVAGE REPORT
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF DAILY LABOR & SALVAGE REPORT FOR
(Purpose and general nature of record. Principal items of information

INCINERATOR DIVISION OF MECH. ELEC. SERVICE
shown. Summary of forms used in making record, their headings, etc. If a very

BUREAU SHOWING DATE, NUMBER OF MEN WORKING,
general or miscellaneous record, detailed information as to type of records

TOTAL HOURS WORKED, CLASSIFICATION AND COST,
contained and dates covered by each should be given. Unless contents of these

FOR EACH MAN, TOTAL HOURS AND COST FOR ALL MEN
records are described by other forms 12-13HR, such forms should be filled out

FOR 24 HOUR PERIOD, AMOUNT OF SALVAGE
and attached)

6. Contents--continued RECEIVED AND NAME OF PARTY OR FIRM TO WHOM DELIVERED, CONDITION OF WEATHER AND NUMBER OF TONS OF RUBBISH RECEIVED FOR PERIOD COVERED BY REPORT AND SIGNATURE OF FOREMAN.
7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)
9. Writing HDWT ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)
10. Size 1 TRANSEIL CASE APPROX 360 REPORTS
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
11. Location by dates and quantities 6TH BIN FROM WEST WALL 1ST ROW
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
FROM TOP BY NORTH WALL IN VAULT NEAR ROOM
318 MUNICIPAL BLDG.
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-MACK-KILROY NOV. 10, 1939 SERIAL No. 275
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 322 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "CONSTRUCTION COST RECORD"
(Give present full title in quotes; assigned title, if any, in brackets.)
{ TIME RECORD }
If record has had other titles, list them with dates or quantities or both)

2. Dates 1930
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 FILE DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONSTRUCTION COST RECORD
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF TIME RECORD SHEETS FOR
(Purpose and general nature of record. Principal items of information

INCINERATOR NO. ONE OF MECH. ELEC. SERVICE BUREAU.
shown. Summary of forms used in making record, their headings, etc. If a very

SHOWING TOTAL HOURS WORKED BY DAYS, RATE PER.
general or miscellaneous record, detailed information as to type of records

HOURLY NAME AND RATE NO. OF EMPLOYEE.
contained and dates covered by each should be given. Unless contents of these

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement

CHRONO BY DATE OF SHEET

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

TYPED & HDW ON PRINTED FORM

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

1 FILE DRAWER 3 1/2" X 29" X 36" APPROX 60 SHEETS

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

IN TOP OF METAL CABINET CENTER

(Room, vault, wall--N.E.S.W., section, bin, shelf,

OF ROOM 322 MUNICIPAL BLDE

cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELPER-MACK-KILROY NOV. 10, 1939. SERIAL No. 276
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { TIME REPORTS }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1936-1939
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF TIME RECORD OF EMPLOYEES IN CABLE
(Purpose and general nature of record. Principal items of information

INSPECTION DIVISION OF BUREAU OF MECH. ELEC. SERVICE.
shown. Summary of forms used in making record, their headings, etc. If a very

SHOWING DATE, INSPECTOR'S NAME, NUMBER OF
general or miscellaneous record, detailed information as to type of records

HOURS WORKED A.M. & P.M. OF EACH DAY OF
contained and dates covered by each should be given. Unless contents of these

WEEK AND SIGNATURE OF PARTY MAKING
records are described by other Forms 12-13HR, such forms should be filled out

REPORT, SEE ATT'D COPY,
and attached)

6. Contents--continued

7. Arrangement CHRONO. BY WEEKS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 BDL 1 1/2" x 8 1/2" x 11" APPROX. 200 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities ON TABLE IN SOUTHEAST CORNER
(Room, vault, wall--N.E.S.W., section, bin, shelf,

OF ROOM 322 MUNICIPAL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

BUREAU OF MECHANICAL--ELECTRICAL SERVICE

SUBJECT: REPORT SHOWING TIME EMPLOYEES IN CABLE INSPECTION DIVISION REPORTED FOR
WORK FOR THE WEEK OF:

Signed _____

DELCHEP-MACK-FAWCETT NOV. 30, 1939 SERIAL No. 277
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { TIME BOOKS }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates OCT. 5, 1911 - APR. 20, 1915
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 3 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF FOREMAN'S TIME BOOKS SHOWING
(Purpose and general nature of record. Principal items of information

EMPLOYEES NAME AND NUMBER OF HOURS WORKED PER
shown. Summary of forms used in making record, their headings, etc. If a very

DAY BY WEEK, PAGES ARE RULED FOR 7 DAYS,
general or miscellaneous record, detailed information as to type of records

LETTERED CLASSIFIED COLUMNS SHOW HOURS WORKED ON EACH DATE
contained and dates covered by each should be given. Unless contents of these

AND CLASS OF LABOR.
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF ENTRY.

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED PAGES

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 2 BDLs. 10" X 4 1/2" X 7 1/2" EACH 45 BOOKS

(Of record or container. Height, width, thickness or depth. Average number of

1 BDL. 24" X 4 1/2" X 7 1/2" 51 BOOKS.
pages or documents)

11. Location by dates and quantities IN BIN NO. 17 BY SOUTH WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,

VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELPER-PEYTON OCT. 18, 1939 SERIAL No. 278
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title EMPLOYEES TIME RECORD
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates DEC. 30, 1919 - FEB. 1923
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 12 VOLUMES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF RECORD OF EMPLOYEES TIME SHOWING
(Purpose and general nature of record. Principal items of information

NUMBER OF HOURS WORKED DAILY, RATE PER HOUR, TOTAL
shown. Summary of forms used in making record, their headings, etc. If a very

HOURS WORKED PER WEEK AND TOTAL COST FOR LABOR ON
general or miscellaneous record, detailed information as to type of records

CONSTRUCTION FOR WEEK
contained and dates covered by each should be given. Unless contents of these

COLUMN HEADINGS SHOW LETTER & NO. OF EMPLOYEE
records are described by other Forms 12-13HR, such forms should be filled out

NO. OF DAYS WORKED, HOURS WORKED, RATE PER DAY
and attached)

6. Contents--continued AND TOTAL AMOUNT OF PAY

7. Arrangement CHRONO. BY DATE OF ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED PAGES
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 12 VOLUMES 15" X 7 1/4" X 1" EACH 100 PAGES
(Of record or container. Height, width, thickness or depth. Average number of

EACH VOLUME TOTAL 1200 PAGES.
pages or documents)

11. Location by dates and quantities IN TOP ROW 1ST BIN FROM EAST
(Room, vault, wall--N.E.S.W., section, bin, shelf,

WALL BY SOUTH WALL IN VAULT NEAR ROOM
cabinet, on floor)

318 MUNICIPAL BLDE.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELCHER-PEYTON-MACK NOV. 3, 1939 SERIAL No. 279
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { DEPARTMENTAL SALARIES & PERDIEM RECORD }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1929-1932
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 LOOSE LEAF BINDER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF SALARY & PERDIEM SHEETS SHOWING.
(Purpose and general nature of record. Principal items of information

WEEKLY ENTRIES FOR VARIOUS DEPARTMENTS OF
shown. Summary of forms used in making record, their headings, etc. If a very

BUREAU OF MECHANICAL ELECTRICAL SERVICE.
general or miscellaneous record, detailed information as to type of records

GIVING NAME OF DEPARTMENT, APPROPRIATION
contained and dates covered by each should be given. Unless contents of these

NUMBER & SYMBOL, ACCOUNT NO. AND AMOUNT
records are described by other forms 12-13HR, such forms should be filled out

OF SALARY & PERDIEM.
and attached)

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF ENTRY BY DEPARTMENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing N.O.
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing H.D.W. ON PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size LOOSE LEAF BINDER 11" X 14" X 3/4" 152 SHEETS,
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities 5TH ROW FROM TOP 7TH BIN FROM
(Room, vault, wall--N.E.S.W., section, bin, shelf,

EAST WALL BY SOUTH WALL IN VAULT NEAR ROOM.
cabinet, on floor)

318 MUNICIPAL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

PEYTON - DELCHER
(Worker's full name)

OCT 28, 1939
(Date)

SERIAL No. 280
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE.
(Office of custody) (Office which made the record, if different)

Address of office of custody 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "DISTRICT NUMBERS 1-9"
(Give present full title in quotes; assigned title, if any, in brackets.)
(METER READING RECORD BOOKS)
If record has had other titles, list them with dates or quantities or both

2. Dates 1936 - -
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 9 BOOKS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling DISTRICT NUMBERS 1-9
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF METER READING RECORD SHOWING
(Purpose and general nature of record. Principal items of information

DATE METER SET, COMPANY'S NO. TYPE AMP VOLTS,
shown. Summary of forms used in making record, their headings, etc. If a very

WIRE CONSTANT LOCATION DATE REMOVED DATE
general or miscellaneous record, detailed information as to type of records.

OF READING & DIFFERENCE. READINGS ARE
contained and dates covered by each should be given. Unless contents of these

MADE BY BOTH EAS CO. AND CITY MEN.
records are described by other Forms 12-13HR, such forms should be filled out

RECORDS ARE KEPT BY CITY IN ORDER TO
and attached)

6. Contents--continued CHECK FOR POSSIBLE ERRORS IN
GAS CO. READINGS AND BILLS.

7. Arrangement CHRONO. BY DATE OF READING.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 9 BOOKS 11"X5"X1 1/2" EACH 100 SHEETS
(Of record or container. Height, width, thickness or depth. Average number of
EACH.
pages or documents)

11. Location by dates and quantities ON TABLE NEXT TO DOOR IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,
N.E. CORNER ROOM 321 MUNICIPAL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

BUREAU OF MECHANICAL-ELECTRICAL SERVICE

LIGHTING DIVISION

ELECTRIC METER READING RECORD

280

Meter Reading Form

for Electric and Steam -

DATE SET	COMPANY'S NUMBER	TYPE	AMP.	VOLTS	WIRE	CON-STANT	LOCATION	DATE REMOVED

DATE		READING		DIFFER-ENCE		DATE		READING		DIFFER-ENCE	
1936	JAN.					JULY					
	FEB.					AUG.					
	MARCH					SEPT.					
	APRIL					OCT.					
	MAY					NOV.					
	JUNE					DEC.					
	JULY					1939 JAN.					
	AUG.					FEB.					
	SEPT.					MARCH					
	OCT.					APRIL					
	NOV.					MAY					
	DEC.					JUNE					
	1937 JAN.					JULY					
	FEB.					AUG.					
	MARCH					SEPT.					
	APRIL					OCT.					
	MAY					NOV.					
	JUNE					DEC.					
	JULY					1940 JAN.					
	AUG.					FEB.					
	SEPT.					MARCH					
	OCT.					APRIL					
	NOV.					MAY					
	DEC.					JUNE					
	1938 JAN.					JULY					
	FEB.					AUG.					
	MARCH					SEPT.					
	APRIL					OCT.					
	MAY					NOV.					
	JUNE					DEC.					

DEICHER-MACK-FANCFET DEC 5 1939 SERIAL No. 281
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE.
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "GANG RECORD BOOKS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1899 - 1905
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 8 RECORD BOOKS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF NAMES AND ADDRESSES OF EMPLOYEES
(Purpose and general nature of record. Principal items of information

IN ELECTRICAL COMMISSION DEPT. IN THEIR RESPECTIVE
shown. Summary of forms used in making record, their headings, etc. If a very

LABOR CLASSIFICATION, NUMBERED CONSECUTIVELY.
general or miscellaneous record, detailed information as to type of records

RECORDS SHOW NEW & OLD WARD NO. CLASS OF
contained and dates covered by each should be given. Unless contents of these

LABOR, DATE PUT TO WORK, DATE LAID OFF,
records are described by other Forms 12-13HR, such Forms should be filled out

REASON FOR DISMISSAL, DATE RESIGNED AND
and attached)

6. Contents--continued REMARKS.

7. Arrangement NUM. BY WARD NO. ALHA. BY LABOR CLASSIFICATION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 8 BOOKS 14"X9 1/2"X1" EACH. 250 PAGES EACH.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities IN METAL CABINET NO. 1 BY
(Room, vault, wall--N.E.S.W., section, bin, shelf,

WEST WALL IN VAULT NEAR ROOM 102 CITY
cabinet, on floor)

HALL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

BUREAU OF MECHANICAL ELECTRICAL SERVICE

ITEM 4,

ADDENDA

ROOM 320 MUNICIPAL BLDG.

1	BOOK	1 FANE BOOK 1899
2	"	192-1899
1	"	FANE BOOK 1900
1	"	" " 1901
1	"	" " 1902-1903.
1	"	" " 1903-1904.
1	"	" " 1905

PEYTON-DELCHER SEPT. 22, 1939 SERIAL No. 282
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title " LETTERS "
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1921 - - .
(Earliest and latest dates; missing dates. Show exact date of breaks.)

3. Quantity 4 FILE DRAWERS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF LETTERS TO AND FROM BUREAU
(Purpose and general nature of record. Principal items of information

OF MECHANICAL ELECTRICAL SERVICE PERTAINING
shown. Summary of forms used in making record, their headings, etc. If a very

TO CONDUIT CONNECTION WORK, UNDERGROUND
general or miscellaneous record, detailed information as to type of records

ELECTRICAL WORK, GAS LINE WORK & CONNECTIONS,
contained and dates covered by each should be given. Unless contents of these

AND ELECTRICAL WORK & CONNECTIONS,
records are described by other Forms 12-13HR, such forms should be filled out

THIS IS A GENERAL CORRESPONDENCE RELATIVE TO
and attached)

6. Contents--continued NEW INSTALLATIONS, DISCONTINUED
SERVICE IMPROVEMENTS AND REPAIRS.

7. Arrangement CHRONO. BY DATE OF LETTER.
ALPHA, BY NAME OF CORRESPONDENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED & HDW. ON PRINTED LETTER HEAD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 4 FILE DRAWERS APPROX 500 LETTERS.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)

11. Location by dates and quantities IN WOODEN CABINET N.W.
(Room, vault, wall--N.E.S.W., section, bin, shelf,
CORNER ROOM 320 MUNICIPAL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

ITEM 4 BUREAU OF MECHANICAL ELECTRICAL SERVICE

ADDENDA ROOM 320 MUNICIPAL BLDG.

1	FILE DRAWER	UNDERGROUND ELEC. WORK LETTERS
1	" "	LETTERS - GAS
1	" "	CONDUIT SYSTEM LETTERS
1	" "	LETTERS

DELPHER-MACK-KILROY NOV. 27, 1939 SERIAL No. 283
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "TRANSIT FIELD BOOKS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1900-1918
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 114 BOOKS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE MISSING
(If record discontinued, give reason and state

THIS RECORD DISCONTINUED IN 1918
whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF INSPECTORS FIELD BOOKS SHOWING
(Purpose and general nature of record. Principal items of information

STREET SURFACE DRAWINGS AT VARIOUS LOCATIONS,
shown. Summary of forms used in making record, their headings, etc. If a very

GIVING DETAILED MEASUREMENTS AND CODE
general or miscellaneous record, detailed information as to type of records

NUMBERS. THIS SYSTEM WAS USED BY INSPECTORS
contained and dates covered by each should be given. Unless contents of those

IN CASES WHERE OBSTRUCTIONS IN CONDUIT
records are described by other Forms 12-13HR, such forms should be filled out

SYSTEM OCCURRED AND IT WAS NECESSARY FOR
and attached)

6. Contents--continued THE AREA INVOLVED TO BE DRAWN AND SURVEYED.

7. Arrangement ALPHA, BY NAME OF STREET
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing SEE SERIAL NO. 158
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDW. & DRAWINGS ON RULED PAGES
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 114 BOOKS 7 1/4" X 4 1/2" X 3/4" EACH. 120
(Of record or container. Height, width, thickness or depth. Average number of
PAGES EACH
pages or documents)

11. Location by dates and quantities IN BIN 23 BY SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,
IN VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-KILROYBUREAU OF MECHANICAL/ELECTRIC SERVICE

SHEET 1

ITEM 4

ROOM #320 MUNICIPAL BUILDING

#

ADDENDA - VAULT IN HALLWAY NEXT TO ROOM 102 CITY HALL

1	TRANSIT BOOK	No 1
1	" "	No 2
1	" "	No 3
1	" "	No 4
1	" "	No 5
1	" "	No 6
1	" "	No 7
1	" "	No 8
1	" "	No 9
1	" "	No 10
1	" "	No 11
1	" "	No 12
1	" "	No 13
1	" "	No 14
1	" "	No 15
1	" "	No 16
1	" "	No 17
1	" "	No 18
1	" "	No 19
1	" "	No 20
1	" "	No 21
1	" "	No 22
1	" "	No 23
1	" "	No 24

SHEET 2 BUREAU OF MECHANICAL ELECTRIC SERVICE

ITEM 4 ROOM #320 MUNICIPAL BUILDING

ADDENDA-VAULT IN HALLWAY NEXT TO ROOM 102 CITY HALL

1	TRANSIT BOOK	No. 25
1	" "	No 26
1	" "	No 27
1	" "	No 28
1	" "	No 29
1	" "	No 30
1	" "	No 31
1	" "	No 32
1	" "	No 33
1	" "	No 34
1	" "	No 35
1	" "	No 36
1	" "	No 37
1	" "	No 38
1	" "	No 39
1	" "	No 40
1	" "	No 41
1	" "	No 42
1	" "	No 43
1	" "	No 44
1	" "	No 45
1	" "	No 46
1	" "	No 47
1	" "	No 48

DELCHER-MACK-KILROY

BUREAU OF MECHANICAL ELECTRIC SERVICE

SHEET 3

ITEM 4 ROOM #320 MUNICIPAL BUILDING

ADDENDA-VAULT IN HALLWAY NEXT TO ROOM 102 CITY HALL

1	TRANSIT BOOK	No. 49
1	" "	No 50
1	" "	No 51
1	" "	No 52
1	" "	No 53
1	" "	No 54
1	" "	No 55
1	" "	No 56
1	" "	No 57
1	" "	No 58
1	" "	No 59
1	" "	No 60
1	" "	No 61
1	" "	No 62
1	" "	No 63
1	" "	No 64
1	" "	No 65
1	" "	No 66
1	" "	No 67
1	" "	No 68
1	" "	No 69
1	" "	No 71
1	" "	No 72
1	" "	No 73

DELCHER-MACIK-KILROY

SHEET 4 BUREAU OF MECHANICAL ELECTRIC SERVICE 283

ITEM 4 ROOM #320 MUNICIPAL BUILDING

ADDENDA - VAULT IN HALLWAY NEXT TO ROOM 102 CITY HALL

1	TRANSIT BOOK	No 74
1	" "	No 75
1	" "	No 76
1	" "	No 77
1	" "	No 78
1	" "	No 79
1	" "	No 80
1	" "	No 81
1	" "	No 82
1	" "	No 83
1	" "	No 84
1	" "	No 85
1	" "	No 86
1	" "	No 87
1	" "	No 88
1	" "	No 89
1	" "	No 90
1	" "	No 91
1	" "	No 92
1	" "	No 93
1	" "	No 94
1	" "	No 95
1	" "	No 96
1	" "	No 97

5
DELCHER-MACK-KILROY

SHEET 5 BUREAU OF MECHANICAL ELECTRIC SERVICE # 283

ITEM #

ROOM # 320 MUNICIPAL BUILDING

ADDENDA - VAULT IN HALLWAY NEXT TO ROOM 102 CITY HALL

1	TRANSIT BOOK	No 98
1	" "	No 99
1	" "	No 100
1	" "	No 101
1	" "	No 102
1	" "	No 103
1	" "	No 104
1	" "	No 105
1	" "	No 106
1	" "	No 107
1	" "	No 108
1	" "	No 109
1	" "	No 110
1	" "	No 111
1	" "	No 112
1	" "	No 113
1	" "	No 114
1	" Not Labeled.	

DELCHER - MACK - FAWCETT DEC 5, 1939 SERIAL No. 284
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG
(Name of building, room number, street address)

1. Title " INDEX BOOKS "
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both

2. Dates 1899-1905
(Earliest and latest dates; missing dates. Show exact date of breaks.)

3. Quantity 5 BOOKS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF INDEX BOOKS FOR LABOR FANE RECORD
(Purpose and general nature of record. Principal items of information

BOOKS SHOWN ON SERIAL NO. 284
shown. Summary of forms used in making record, their headings, etc. If a very

INDEX BOOK SHOWS NAME OF EMPLOYEE AND PAGE
general or miscellaneous record, detailed information as to type of records

NO. OF FANE BOOK
contained and dates covered by each should be given. Unless contents of these

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement ALPHA BY NAME OF EMPLOYEE SHOWING PAGE NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)

9. Writing HOW ON LETTERED TABBED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)

10. Size 1 BOOK 16"X11"X1" & 4 BOOKS 14"X1"X8 1/2" EACH.
(Of record or container. Height, width, thickness or depth. Average number of
25 PAGES EACH
pages or documents)

11. Location by dates and quantities IN STEEL CABINET NO. 1 BY WEST WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,
IN VAULT ROOM NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

ITEM 4 BUREAU OF MECHANICAL ELECTRICAL SERVICE.

Addenda Room #320 MUNICIPAL Bldg

1	BOOK	No. 1 1899 LABOR INDEX RECORD.
1	"	" 2 LABOR RECORD INDEX 1900.
1	"	" 3 RECORD BOOK INDEX 1901
1	"	" 4 INDEX RECORD BOOK 1902
1	"	" 5 INDEX TO RECORD BOOKS OF 64N65 1903.

DELCHEE-MACK-FAWCETT
(Worker's full name)

12-5-39
(Date)

SERIAL No. 285
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BAITIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM #320 MUNICIPAL Bldg
(Name of building, room number, street address)

1. Title "LABOR RECORD BOOK."
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1899-1903
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BOOK
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LABOR RECORD 1899 1900 to 1903.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents RECORD CONSISTS OF NAMES & ADDRESSES OF LABORERS
(Purpose and general nature of record. Principal items of information

EMPLOYED BY ELECTRICAL COMMISSION SHOWING IDENTIFICATION
shown. Summary of forms used in making record, their headings, etc. If a very

LETTER AND NUMBER, WARD NUMBER, LABOR CLASSIFICATION,
general or miscellaneous record, detailed information as to type of records

DATE PUT TO WORK DATE LAID OFF AND REMARKS.
contained and dates covered by each should be given. Unless contents of those

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued _____

7. Arrangement ALPHA BY LABOR CLASSIFICATION
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HANDWRITTEN ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 Book 11" X 9" X 1" 250 PAGES
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)

11. Location by dates and quantities IN STEEL CABINET BY WEST WALL IN VAULT.
(Room, vault, wall--N.E.S.W., section, bin, shelf,

NEAR ROOM #104 City Hall Bldg
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELPER - MACK - FAWCETT NOV. 30, 1939 SERIAL No. 286
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG
(Name of building, room number, street address)

1. Title "BIDS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1899 - 1909
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 3 CARDBOARD FILE BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling BIDS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF BIDS SUBMITTED BY VARIOUS FIRMS
(Purpose and general nature of record. Principal items of information

TO CITY PERTAINING TO PROPOSAL FOR CONDUIT SYSTEM
shown. Summary of forms used in making record, their headings, etc. If a very

MATERIAL, BIDS SHOW DATE NAME OF BIDDER, COST,
general or miscellaneous record, detailed information as to type of records

AMOUNT OF MATERIAL TO BE FURNISHED IN STATED
contained and dates covered by each should be given. Unless contents of those

PERIOD, METHOD OF DELIVERY & DESCRIPTION OF MATERIAL
records are described by other Forms 12-13HR, such forms should be filled out

TO BE SUPPLIED. NECESSARY BONDS ACCOMPANY BIDS
and attached)

6. Contents--continued

7. Arrangement CHRONO. BY BID CLASSIFICATION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED LETTER HEADS AND
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

BLANK PAPER.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 FILE BOX 16 1/2" X 5" X 12" APPROX 150 BIDS.
(Of record or container. Height, width, thickness or depth. Average number of

12" X 5" X 12" EACH APPROX. 350 BIDS.
pages or documents)

11. Location by dates and quantities IN STEEL BIN NO. 16 BY SOUTH WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,

VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-FAWCETT DEC. 13, 1939 SERIAL No. 287
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY. State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (PERSONNEL EXPENSE ACCOUNT)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both

2. Dates 1907-1914
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 2 FILE BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF TRANSPORTATION EXPENSE ACCOUNTS OF
(Purpose and general nature of record. Principal items of information

EMPLOYEES SHOWING NAME ADDRESS NAME OF PARTY
shown. Summary of forms used in making record, their headings, etc. If a very

RECOMMENDING EXPENSE, WARD NO. DATE USED,
general or miscellaneous record, detailed information as to type of records

AMOUNT OF EXPENSE AND POINTS FROM WHICH AND
contained and dates covered by each should be given. Unless contents of these

WHERE TO TRANSPORTATION WAS USED,
records are described by other Forms 12-13HR, such forms should be filled out

SIGNED BY EMPLOYEE USING TRANSPORTATION
and attached)

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF EXPENSE ACCOUNT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED ON BLANK PAPER
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 2 FILE BOXES 12" X 3" X 10" EACH APPROX
(Of record or container. Height, width, thickness or depth. Average number of
5000 ACCOUNTS.
pages or documents)

11. Location by dates and quantities IN STEEL BIN NUMBERED 18
(Room, vault, wall--N.E.S.W., section, bin, shelf,

BY SOUTH WALL IN VAULT NEAR ROOM 102
cabinet, on floor)

CITY HALL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-PEYTON OCT. 6, 1939 SERIAL No. 288
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (INSPECTORS SUMMARY OF DAILY REPORTS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1932 - 1937
(Earliest and latest dates; missing dates. Show exact date of breaks.)

3. Quantity 1 LOOSE LEAF BINDER ES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

SYSTEM DISCONTINUED IN 1937
whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF SUMMARY OF SMOKE INSPECTORS REPORTS
(Purpose and general nature of record. Principal items of information

SHOWING DATE, LOCATION OF BUILDING REPORTED,
shown. Summary of forms used in making record, their headings, etc. If a very

CORRESPONDENCE FILE NO. WHERE CONTACT HAS
general or miscellaneous record, detailed information as to type of records

BEEN MADE THRU CORRESPONDENCE, USE OF BLDG.
contained and dates covered by each should be given. Unless contents of these

REPORTED, INSPECTORS BOOK AND PAGE NO., SMOKE
records are described by other forms 12-13HR, such forms should be filled out

CONTROL CODE NO., AND INSPECTORS NAME.
and attached)

6. Contents--continued

7. Arrangement ALPHA, BY NAMES OF BUILDINGS AND FIRMS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HOW ON RULED PAGES
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 LOOSE LEAF BINDER 13" X 10" X 1" 100 SHEETS
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities IN WOODEN CABINET CENTER OF VAULT
(Room, vault, wall--N.E.S.W., section, bin, shelf,

ROOM NEAR ROOM 318 MUNICIPAL BLDG
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELOHER - PEXTON OCT. 10, 1929 SERIAL No. 289
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "TIME SHEETS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates JUNE 1927 - DEC. 31, 1929
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF CENTRAL PAY ROLL BUREAU TIME
(Purpose and general nature of record. Principal items of information

SHEETS PERTAINING TO OVERTIME MADE BY BUREAU
shown. Summary of forms used in making record, their headings, etc. If a very

OF MECHANICAL ELECTRICAL SERVICE EMPLOYEES
general or miscellaneous record, detailed information as to type of records

SHOWING DEPT. NAME, DATE, BUDGET SYMBOL, ACCOUNT
contained and dates covered by each should be given. Unless contents of these

EMPLOYEES NAME AND NUMBER, HOURS WORKED, LOCATION,
records are described by other Forms 12-13HR, such forms should be filled out

HOURS PAID, TOTAL HOURS AND REMARKS.
(and attached)

6. Contents--continued SIGNED BY FOREMAN, APPROVED BY DEPT HEAD.

7. Arrangement CHRON. BY DATE OF SHEET.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 BDL. 3" X 11" X 12 1/2" APPROX 300 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities 2D ROW FROM TOP IN 5TH BIN FROM
(Room, vault, wall--N.E.S.W., section, bin, shelf,

EAST WALL BY SOUTH WALL IN VAULT NEAR ROOM
cabinet, on floor)

318 MUNICIPAL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELPER-MACK-FARRETT NOV 4, 1939 SERIAL No. 290
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title " TIME REPORT "
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates AUG. 10, 1908 - MAY 4, 1909.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 2 BOOKS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF EMPLOYEES TIME REPORT
(Purpose and general nature of record. Principal items of information

SHOWING DATE, EMPLOYEES NO. & LETTER, HOURS
shown. Summary of forms used in making record, their headings, etc. If a very

WORKED, REMARKS, TOTAL HOURS, LABOR CHARGE
general or miscellaneous record, detailed information as to type of records

NO. AND EMPLOYEES SIGNATURE
contained and dates covered by each should be given. Unless contents of these

SEE COPY OF REPORT ATT'D.
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement

CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

H.D.W. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

2 BOOKS 11 1/2" X 4 1/2" X 3/4" EACH 100 REPORTS
(Of record or container. Height, width, thickness or depth. Average number of

EACH.

pages or documents)

11. Location by dates and quantities

IN CABINET NO. 1 BY WEST WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,

IN VAULT ROOM NEAR ROOM 102 CITY HALL
cabinet, on floor)

BLDF.

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

TIME REPORT

DATE, _____

Paymaster, Electrical Commission, Baltimore:

Please allow for this day, to the following men, the TIME set opposite their respective number:

No.

Letter.

Hours.

Remarks.

Total,

Charge as per Labor Reports, Nos.

Sign

~~January 20 18~~

~~Oct 31 1893 - March 4 1894~~

~~July 10 1898~~

~~July 10 1898~~

DEICHER-MACK-FAWSETT DEC. 4, 1939 SERIAL No. 291
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title " SPECIFICATIONS "
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1899 - FEB. 7, 1912
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 BOOK
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SPECIFICATIONS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE MISSING
(If record discontinued, give reason and state

SYSTEM DISCONTINUED IN 1912.
whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF IMPRESSION COPIES OF
(Purpose and general nature of record. Principal items of information

SPECIFICATIONS OF WORK OF OLD ELECTRICAL
shown. Summary of forms used in making record, their headings, etc. If a very

COMMISSION SHOWING LOCATION OF WORK
general or miscellaneous record, detailed information as to type of records

DISCRIPTION OF SAME GIVING FULL DETAILS
contained and dates covered by each should be given. Unless contents of these

AS TO MEASUREMENTS AND MATERIAL.
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF SPECIFICATION
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing IMPRESSION COPIES OF TYPED SPECIFICATIONS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

ON BLANK PAPER.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 BOOK 14"X 12"X 1 1/2" 250 SPECIFICATIONS.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities BIN NO. 9 BY WEST WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,

VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-FAWCETT DEC 13, 1939 SERIAL No. 292
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "WIRING PERMITS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1904-1905
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 2 FILE BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NO. 1 AND 2 WIRING PERMITS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF PERMITS GIVEN TO BUREAU OF MECH-
(Purpose and general nature of record. Principal items of information

ANICAL ELECTRICAL SERVICE BY CITY ENGINEER TO
shown. Summary of forms used in making record, their headings, etc. If a very

RUN OVERHEAD WIRES FROM AND TO NAMED POINTS
general or miscellaneous record, detailed information as to type of records

SHOWING TYPE OF WIRE DETAILS AS TO LOCATION
contained and dates covered by each should be given. Unless contents of these

AND REASON FOR THE WORK, PERMITS ARE
records are described by other Forms 12-13HR, such forms should be filled out

SIGNED BY CITY ENGINEER AND ADDRESSED
and attached)

6. Contents--continued TO DEPT. HEAD OF BUREAU OF MECH.
ELEC. SERVICE.
7. Arrangement CHRONO. BY DATE OF PERMIT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TYPED ON PRINTED LETTER HEADS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 2 FILE BOXES 12" X 3" X 10" EACH APPROX.
(Of record or container. Height, width, thickness or depth. Average number of
3000 PERMITS
pages or documents)
11. Location by dates and quantities BIN NO. 17 BY SOUTH WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,
VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-PEYTON OCT. 16, 1939. SERIAL No. 293
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE.
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (SMOKE CHARTS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates MONTH & DAY ONLY
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF SMOKE CHARTS SHOWING THE
(Purpose and general nature of record. Principal items of information

POUNDS PER SQ. INCH OF SMOKE PRESSURE ENSUING
shown. Summary of forms used in making record, their headings, etc. If a very

FROM VARIOUS SMOKE STACKS IN CITY.
general or miscellaneous record, detailed information as to type of records

CHARTS ARE MADE BY A SMOKE PRESSURE
contained and dates covered by each should be given. Unless contents of these

MACHINE PLACED ON STACK FOR 24 HOUR PERIODS
records are described by other Forms 12-13HR, such forms should be filled out

AND ARE USED BY SMOKE CONTROL BUREAU TO
and attached)

6. Contents--continued DETERMINE AMOUNT OF UNNECESSARY
PRESSURE AND GROUNDS UPON WHICH REQUESTS CAN
BE MADE UPON VARIOUS FIRMS FOR CHANGES IN
COMBUSTION PLANT AND ELIMINATION OF EXCESS SMOKE.
7. Arrangement NONE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing CHARTS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 DRAWER 2 1/2" X 26" X 38" APPROX. 200 CHARTS.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities IN WOOD CABINET CENTER
(Room, vault, wall--N.E.S.W., section, bin, shelf,
OF VAULT NEAR ROOM 318 MUNICIPAL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-PEYTON
(Worker's full name)

OCT 20 1939
(Date)

SERIAL No. 294
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY

State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 300 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title " DELIVERY TICKETS "
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1928 - 1931
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 3 BUNDLES & 12 TRANSFILE CASES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF DELIVERY TICKETS OF SALVAGED MATERIAL
(Purpose and general nature of record. Principal items of information

FROM INCINERATORS SOLD TO VARIOUS FIRMS SHOWING
shown. Summary of forms used in making record, their headings, etc. If a very

NAME OF PURCHASER, DESCRIPTION OF MATERIAL
general or miscellaneous record, detailed information as to type of records

DATE OF DELIVERY, TICKET NO. QUANTITY AND
contained and dates covered by each should be given. Unless contents of these

SIGNATURE OF PARTY RECEIVING MATERIAL
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement NUM. BY NUMBER OF TICKET
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDM ON PRINTED TICKET
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 12 TRANSEIL CASES 4" X 6 1/2" X 12 1/2" EACH APPROX 9000
(Of record or container. Height, width, thickness or depth. Average number of

TICKETS 4 3 BUNDLES 4" X 6" X 7 1/2" EACH APPROX
pages or documents)

3500 TICKETS

11. Location by dates and quantities 1ST BIN FROM EAST WALL 2D ROW
(Room, vault, wall--N.E.S.W., section, bin, shelf,

FROM TOP BY SOUTH WALL IN VAULT NEAR
cabinet, on floor)

ROOM 318 MUNICIPAL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

ITEM 4 BUREAU OF MECHANICAL ELECTRICAL SERVICE
ADDENDA ROOM 320 MUNICIPAL BLDG.

1	CASE	DELIVERY TICKETS INCIN. NO. 1-5/1/29-9/26/29-9035-9835
1	"	" " " " NO. 2-6/1/29-10/31/29-7907-8755
1	"	MATL. " " " NO. 1-9/26/29-1/3/30.
		NUMBER 9836- FOR 1929 NEW NUMBER 1930- NO. 1-329
1	CASE	MATL. DELIVERY TICKETS INCIN NO. 1-2/1/30-6/3/30-330-1150
1	"	" " " " NO. 1-6/5/30-9/8/30 7001-7700
1	"	MATL. " " " NO. 2-9/2/30-12/31/30 7189-7910
1	"	" " " " NO. 1-9/8/30-12/31/30 7701-8766
1	"	" " " " NO. 1-1/1/31-4/30/31 1-695
1	"	" " " " NO. 2-11/1/29-3/31/30 FOR 1929
		8756-9078 1930 100-499
1	CASE	DELIVERY TICKETS INCIN NO. 2-1/1/31-5/3/31 1-702
1	"	MATERIAL " " " NO. 1-5/1/31-7/27/31 696-1300
1	"	" " " " NO. 2-6/8/31-9/10/31 703-1200
1	BUNDLE	DELIVERY TICKETS #1 INCINERATOR 7072-9038 11/1/28-4/30/29
1	"	" " " #2 " 500-819 5/1/30-6/3/30
		6601-7188 6/3/30-8/30
1	BUNDLE	#2 INCINERATOR TICKETS 7142-7906 12/21/28-5/31/29

DELPER-MARK-FAWCETT NOV. 30, 1939 SERIAL NO. 295
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (REPORT OF PAVEMENT OR SIDE WALK OPENING)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1909-1910
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF REPORT SHOWING CASES WHERE
(Purpose and general nature of record. Principal items of information

PAVEMENT OR SIDEWALKS WERE OPENED TO PERMIT
shown. Summary of forms used in making record, their headings, etc. If a very

OUTSIDE FIRMS TO PERFORM WORK UNDERGROUND.
general or miscellaneous record, detailed information as to type of records

RECORD SHOWS DATE, NUMBER OF PERMIT
contained and dates covered by each should be given. Unless contents of these

AUTHORIZING OPENING, NAME AND ADDRESS OF
records are described by other Forms 12-13HR, such forms should be filled out

NUMBER OR WORKMAN, BOOK NO, FOLIO NO.
and attached)

6. Contents--continued AND REMARKS, DATE OPENED & CLOSED AND INSPECTORS SIGNATURE.
7. Arrangement CHRON. BY DATE OF REPORT. NUM. BY PERMIT NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)
9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)
10. Size 1 BDL. 7" X 8" X 12" APPROX. 3000 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
11. Location by dates and quantities BIN NO. 9 BY SOUTH WALL IN VAULT NEAR ROOM 102 CITY HALL BLDG.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-MACK-FANRETT DEC. 8, 1939 SERIAL No. 296
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (LABOR AND MATERIAL CHARGE FOR BURNT DISTRICT)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates MARCH 1904 - DEC. 31, 1908
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 8 FILE BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF ELECTRICAL COMMISSION LABOR AND MATERIAL CHARGE
(Purpose and general nature of record. Principal items of information

FOR BURNT DISTRICT CAUSED BY BALTIMORE FIRE ON FEBRUARY 7TH 1904.
shown. Summary of forms used in making record, their headings, etc. If a very

SHOWING ITEMIZED ACCOUNT OF MATERIALS USED, DATES USED, ITEMIZED
general or miscellaneous record, detailed information as to type of records

ACCOUNTS AS TO LABOR, HOURS, RATE PER HOUR, TOTAL AMOUNT, SUMMARY
contained and dates covered by each should be given. Unless contents of these

OF LABOR AND MATERIALS FOR EACH YEAR, BURNT DISTRICT BUREAU
records are described by other Forms 12-13HR, such forms should be filled out

WAS FORMED AFTER THE FIRE AND ALL LABOR AND MATERIAL USED WAS
and attached)

6. Contents--continued CHARGED TO THIS ACCOUNT
7. Arrangement CHRON. BY DATE OF REPORT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HOW ON DEPARTMENTAL DATA SHEETS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 8 FILE CASES 12"X3"X12 EACH APPROX 12000 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities BIN NO. 24 BY SOUTH WALL IN VAULT
(Room, vault, wall--N.E.S.W., section, bin, shelf,
ROOM NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DEICHER - PEYTON OCT. 3, 1939 SERIAL No. 297
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "PERMITS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1935 - 1937
(Earliest and latest dates; missing dates. Show exact date of breaks.)

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling PERMITS HIGHWAY-LIGHTING PERMITS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF PERMITS ISSUED BY BUREAU OF HIGHWAYS TO LIGHTING
(Purpose and general nature of record. Principal items of information

DIVISION OF BUREAU OF MECHANICAL ELECTRICAL SERVICE TO OPEN SIDE WALKS
shown. Summary of forms used in making record, their headings, etc. If a very

FOR THE PURPOSE OF REMOVAL OR REPLACEMENT OF LAMP POSTS AND
general or miscellaneous record, detailed information as to type of records

CONNECTIONS TO MAIN SOURCE TO SUPPLY. PERMIT SHOWS DATE,
contained and dates covered by each should be given. Unless contents of those

LOCATION DESCRIPTION OF WORK NUMBER OF PERMIT AND
records are described by other Forms 12-13HR, such forms should be filled out

SIGNATURE OF DEPT. HEAD ISSUING PERMIT.
and attached)

6. Contents--continued

7. Arrangement CHRON. BY DATE OF PERMIT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)

9. Writing TYPED & HAND ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)

10. Size 1 Bdl. 2 1/2" x 10" x 12" APPROX. 600 PERMITS.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)

11. Location by dates and quantities 3 DRAW. FROM TOP 4TH BIN FROM
(Room, vault, wall--N.E.S.W., section, bin, shelf,
WEST WALL BY NORTH WALL IN VAULT NEAR ROOM 318
cabinet, on floor)

MUNICIPAL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHEP - PEYTON OCT. 3, 1939 SERIAL No. 298
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "METER NOTICES"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 13, 1936 - OCT. 31, 1937
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling METER NOTICES 1936-1937
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF METER NOTICES SHOWING THE
(Purpose and general nature of record. Principal items of information

OLD READING AND NUMBER OF REPLACED METERS,
shown. Summary of forms used in making record, their headings, etc. If a very

NEW READING AND NUMBER OF NEWLY INSTALLED
general or miscellaneous record, detailed information as to type of records

METERS AT TIME OF INSTALLATION FIXING DATE
contained and dates covered by each should be given. Unless contents of these

OF INSTALLATION, AND SHOWING WHETHER GAS
records are described by other Forms 12-13HR, such forms should be filled out

OR ELECTRIC METER.
and attached)

6. Contents--continued

7. Arrangement CHRON. BY DATE OF NOTICE

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED & HAND ON PRINTED FORM

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 BDL. 2" X 10" X 12" APPROX 900 NOTICES

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities 3D ROW FROM TOP 4TH BIN FROM

(Room, vault, wall--N.E.S.W., section, bin, shelf,

WEST WALL BY NORTH WALL IN VAULT NEAR ROOM
cabinet, on floor)

318 MUNICIPAL BLDE.

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-KILROY NOV. 9, 1939 SERIAL No. 299
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "RODDING MEASUREMENTS NOT REPORTED - SKETCHES FOR DRAFTING ROOM"
(Give present full title in quotes; assigned title, if any, in brackets.)
POLE TRANSFER NOTICES
If record has had other titles, list them with dates or quantities or both)

2. Dates 1939
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling RODDING MEASUREMENTS NOT REPORTED - SKETCHES FOR DRAFTING ROOM.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF NOTICE OF TRANSFER OF POLES FROM C. & P.
(Purpose and general nature of record. Principal items of information

TELEPHONE CO. TO CONS. GAS ELEC. LT. & POWER CO. THESE NOTICES
shown. Summary of forms used in making record, their headings, etc. If a very

ARE SENT TO BUREAU OF MECH. ELEC. CO. BY C. & P. TEL. CO. AND
general or miscellaneous record, detailed information as to type of records

COVER CASES WHERE POLE TRANSFER HAS BEEN MADE.
contained and dates covered by each should be given. Unless contents of these

NOTICE SHOWS ORIGINAL POLE APPLICATION NO., LOCATION
records are described by other Forms 12-13HR, such forms should be filled out

OF POLE, DESCRIPTION AS TO TRANSFER SIGNED BY PLANT
and attached)

6. Contents--continued SUPT. AND STAMPED APPROVED BY SUPERVISOR
OF COLLECTIONS
7. Arrangement CHRONO. BY DATE OF NOTICE.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TYPED ON PRINTED LETTER HEADS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 DRAWER 11 1/2" X 16" X 28" APPROX 250 NOTICES.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities IN METAL CABINET CENTER OF
(Room, vault, wall--N.E.S.W., section, bin, shelf,
ROOM 322 MUNICIPAL BLDE.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DEICHER-PEYTON-MACK NOV. 3, 1939 SERIAL No 300
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 322 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "C. & P."
(Give present full title in quotes; assigned title, if any, in brackets.)

LETTERS
If record has had other titles, list them with dates or quantities or both)

2. Dates 1925-1928
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FILE BOX
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling C. & P.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF LETTERS FROM C. & P. TELEPHONE CO. TO
(Purpose and general nature of record. Principal items of information

BUREAU OF MECHANICAL ELECTRICAL SERVICE FIXING
shown. Summary of forms used in making record, their headings, etc. If a very

NOTICE THAT CERTAIN POLES HAVE BEEN ABANDONED
general or miscellaneous record, detailed information as to type of records

OR HAVE BEEN TRANSFERRED TO THE CONS. GAS ELEC. LT.
contained and dates covered by each should be given. Unless contents of these

& POWER CO. FIXING ORIGINAL POLE APPLICATION NO.
records are described by other Forms 12-13HR, such forms should be filled out

LOCATION OF POLE & DETAILS AS TO ABANDONMENT
and attached)

6. Contents--continued OR TRANSFER,
LETTERS ARE SIGNED BY PLANT SUPT AND STAMPED
"APPROVED" BY SUPERVISOR OF COLLECTIONS.
7. Arrangement CHRONO. BY DATE OF LETTER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TYPED, ON PRINTED LETTER HEADS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 FILE BOX 11 1/2" X 3" X 12" APPROX. 2000 LETTERS.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities BOTTOM ROW, 4TH, BIN FROM
(Room, vault, wall--N.E.S.W., section, bin, shelf,
EAST WALL BY SOUTH WALL IN VAULT NEAR
cabinet, on floor)
ROOM 318 MUNICIPAL BLDE.
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-MACK-FAWCETT DEC. 13, 1939 SERIAL No. 301
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (POLE ABANDONMENT OR REMOVAL NOTICES)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1919-1921
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FILE BOX.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF NOTICES FROM VARIOUS PUBLIC
(Purpose and general nature of record. Principal items of information

UTILITIES COMPANIES TO COLLECTOR OF WATER
shown. Summary of forms used in making record, their headings, etc. If a very

RENTS AND LICENSES, SHOWING CASES WHERE
general or miscellaneous record, detailed information as to type of records

POLES HAVE BEEN REMOVED OR ABANDONED.
contained and dates covered by each should be given. Unless contents of these

GIVING LOCATION OF POLE AND DATE OF
records are described by other Forms 12-13HR, such forms should be filled out

REMOVAL OR ABANDONMENT. COLLECTOR OF
and attached)

6. Contents--continued WATER RENTS & LICENSES SEND
THESE NOTICES TO ELECTRICAL COMMISSION
FOR THEIR FILES.

7. Arrangement CHRONO. BY DATE OF NOTICE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED LETTER HEAD.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1" FILE BOX 12" X 3" X 12" APPROX 300
(Of record or container. Height, width, thickness or depth. Average number of

NOTICES.
pages or documents)

11. Location by dates and quantities BIN NO. 17 BY SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,
IN VAULT NEAR ROOM 102 CITY HALL BLDG
cabinet, on floor)

12. Other information NOTICES ARE NOW SENT TO BUREAU
(Condition of record if not good. Relation to other records.

OF ELECTRICAL SERVICE BY VARIOUS FIRMS.
Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-PEYTON OCT. 18, 1939 SERIAL No. 302
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (REQUISITION RECORD)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 1922 - NOV. 1923
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 LOOSE LEAF BINDER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

RECORD DISCONTINUED IN 1923.
whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF RECORD OF REQUISITIONS
(Purpose and general nature of record. Principal items of information

MADE BY OLD ELECTRICAL COMMISSION,
shown. Summary of forms used in making record, their headings, etc. If a very

SHOWING DATE, REQUISITION NUMBER, WORK
general or miscellaneous record, detailed information as to type of records

ORDER NUMBER, DESCRIPTION AND AMOUNT
contained and dates covered by each should be given. Unless contents of those

OF MATERIAL NAME OF VENDOR COST
records are described by other Forms 12-13HR, such forms should be filled out

AND REMARKS.
and attached)

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF REQUISITION NUM. BY REG. NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDWT. OF PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1-LOOSE LEAF BINDER 10" X 12" X 3/4" Total 56 sheets.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities TOP ROW 1ST BIN FROM E. WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,

BY SOUTH WALL IN VAULT NEAR ROOM 318
cabinet, on floor)

MUNICIPAL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-FAWCETT DEC. 1, 1939 SERIAL No. 303
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (REQUISITIONS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates NOV. 2, 1898 - JUNE 3, 1914
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 16 BOOKS & 3 FILE BOARDS
(Number or volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible) COPIES OF

6. Contents CONSISTS OF OLD ELECTRICAL COMMISSION REQ-
(Purpose and general nature of record. Principal items of information

VISIONS ON VARIOUS FIRMS FOR MATERIAL FOR
shown. Summary of forms used in making record, their headings, etc. If a very

CONSTRUCTION WORK SHOWING DATE OF REQUISITION
general or miscellaneous record, detailed information as to type of records

NAME OF VENDOR, REQUISITION NO., AMOUNT AND
contained and dates covered by each should be given. Unless contents of these

DESCRIPTION OF MATERIAL, SHIPPING INSTRUCTIONS
records are described by other Forms 12-13HR, such forms should be filled out

APPROVAL SIGNATURE, ORDERED BY, NOTATION
(and attached)

6. Contents--continued AS TO DATE DELIVERY MADE AND SIGNATURE OF
PARTY RECEIVING MATL.
7. Arrangement NUM. BY REQUISITION NO. CHRON. BY DATE OF REQ.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TYPED ON PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 3 FILE BOARDS 14"X9"X3 1/2" EACH APPROX. 2000 REQUISITION COPIES,
(Of record or container. Height, width, thickness or depth. Average number of
16 BOOKS 14"X10"X2" EACH 15369 REQUISITION COPIES
pages or documents)
11. Location by dates and quantities IN BINS 7 & 9 BY SOUTH WALL IN VAULT
(Room, vault, wall--N.E.S.W., section, bin, shelf,
NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

JETTERMAN-DELCHER SEPT. 20, 1939 SERIAL No. 304
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "LETTERS 1937"
(Give present full title in quotes; assigned title, if any, in brackets.)
(CITY REQUISITIONS)
If record has had other titles, list them with dates or quantities or both)

2. Dates 1935 - - -
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 FILE DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling LETTERS 1937
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF COPIES OF REQUISITIONS MADE BY
(Purpose and general nature of record. Principal items of information

BUREAU OF MECHANICAL ELECTRICAL SERVICE ON
shown. Summary of forms used in making record, their headings, etc. If a very

PURCHASING DEPT. OF CITY FOR OFFICE AND OTHER
general or miscellaneous record, detailed information as to type of records

SUPPLIES SHOWING NAME OF DEPT. DATE, DIVISION,
contained and dates covered by each should be given. Unless contents of these

REQ. NO. COMPTROLLERS SYMBOL, QUANTITY, DISCRPTION
records are described by other Forms 12-13HR, such forms should be filled out

OF MAIL, SHIPPING INSTRUCTIONS, DELIVERY POINT,
and attached)

6. Contents--continued DATE OF DELIVERY AND NAMES OF PARTIES
MAKING & APPROVING REQUISITION.
7. Arrangement CHRONO. BY DATE OF REQUISITION.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TYPED ON PRINTED FORM
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 FILE DRAWER 10" X 15" X 27" APPROX 500 REQ. COPIES.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities IN WOOD CABINET BY SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,
IN ROOM 320 MUNICIPAL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-PEYTON OCT 11, 1939

(Worker's full name)

(Date)

SERIAL No. 305

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (REQUISITIONS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1928-1929
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF REQUISITIONS MADE BY BUREAU
(Purpose and general nature of record. Principal items of information

OF STORES ON CITY PURCHASING AGENT FOR
shown. Summary of forms used in making record, their headings, etc. If a very

MATERIAL TO BE USED BY BUREAU OF MECH,
general or miscellaneous record, detailed information as to type of records

ELECTRICAL SERVICE SAME TO BE HELD BY THE
contained and dates covered by each should be given. Unless contents of these

BUREAU OF STORES AND ISSUED TO BUREAU OF
records are described by other Forms 12-13HR, such forms should be filled out

MECH. ELEC. SERVICE ON THEIR REQUISITION.
and attached)

6. Contents--continued REQ. SHOWS DATE, REQ. NO. VENDOR, DISCRPTION
OF MATL. AUTHORIZED BY, APPROVED BY, DATE DELIVERED,
DELIVERED TO, CHECKED BY AND SIGNATURE OF
CHIEF ENGR. OF BUREAU OF MECH. ELEC. SERVICE.

7. Arrangement CHRONO. BY DATE OF REQUISITION
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference hero to that form by title and identification number)

9. Writing HDW. & TYPED ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 DRAWER 2" X 10 1/2" X 14" APPROX 6000
(Of record or container. Height, width, thickness or depth. Average number of

REQUISITIONS.
pages or documents)

11. Location by dates and quantities BOTTOM DRAWER IN WOOD CABINET
(Room, vault, wall--N.E.S.W., section, bin, shelf,

BY EAST WALL IN VAULT NEAR ROOM 318 MUNICIPAL
cabinet, on floor)

BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-PEYTON OCT. 20, 1939 SERIAL NO. 306
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 310 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "INCINERATOR DIVISION REQUISITIONS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1930
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 FILE BOX
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling INCINERATOR DIV. REQUISITIONS 1/1/30 - 12/31/30
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF REQUISITION MADE BY INCINERATOR
(Purpose and general nature of record. Principal items of information

DIVISION OF MECHANICAL ELEC. SERVICE BUREAU FOR
shown. Summary of forms used in making record, their headings, etc. If a very

MATERIAL TO BE USED FOR MAINTENANCE AND REPAIRS,
general or miscellaneous record, detailed information as to type of records

SHOWING DATE OF REQ. NO, ACCT. NO, DEPT. NO, DISCRPTION
contained and dates covered by each should be given. Unless contents of these

OF MATL, PRICE, NAME OF VENDOR, REMARKS, AND
records are described by other Forms 12-13HR, such forms should be filled out

SIGNATURE OF OFFICIAL MAKING REQUISITION
and attached)

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF REQUISITION NUM. BY REQ. NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 FILE BOX 12"X4"X10" APPROX. 250 REQUISITIONS.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities BOTTOM ROW 2 D.BIN FROM EAST
(Room, vault, wall--N.E.S.W., section, bin, shelf,

WALL BY SOUTH WALL IN VAULT NEAR ROOM 318
cabinet, on floor)

MUNICIPAL BLDE.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELPHER-MACK-DILWORTH JAN. 12, 1940 SERIAL No. 307
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (CONDUIT ROUTE TRACINGS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1904-1907
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 2 ROLLS & 4 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF TRACINGS SHOWING ROUTS OF CONDUITS IN CITY
(Purpose and general nature of record. Principal items of information

SHOWING LOCATIONS BY STREETS, ELECTRICAL CONNECTIONS, BOX
shown. Summary of forms used in making record, their headings, etc. If a very

DIMENSIONS, MANHOLE ENTRANCES AND LOCATIONS, LAYOUT
general or miscellaneous record, detailed information as to type of records

FOR WIRING SERVICE CONNECTIONS TO HOUSES CURB
contained and dates covered by each should be given. Unless contents of those

TO STREET MEASUREMENTS AND SCALE AND
records are described by other Forms 12-13HR, such forms should be filled out

COMPASS POINT DIRECTIONS.
and attached)

6. Contents--continued

7. Arrangement ALPHA BY STREET LOCATIONS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TRACINGS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 ROLL 1"X30" - 1 TRACING 1 ROLL 1/2"X12" - 1 TRACING
(Of record or container. Height, width, thickness or depth. Average number of

4 BUNDLES 5"X9"X7" EACH APPROX. 400 TRACINGS.
pages or documents)

11. Location by dates and quantities 1 ROLL NO DATE & 1 ROLL 1906 IN BIN
(Room, vault, wall--N.E.S.W., section, bin, shelf,

23 & 4 BUNDLES 1904-1907 IN DRAWER NO4 BY
cabinet, on floor)

SOUTH WALL IN VAULT NEAR ROOM 102 CITY HALL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

BUREAU OF MECHANICAL ELECTRICAL SERVICE

ITEM 4,

Addenda

Room #320 Municipal Bldg.

1	BUNDLE	WHITE SHEETS	1904.
1	"	" "	1905.
1	"	" "	1906.
1	"	" "	1907.
2	ROLLS	NOT LABELED	

DELCHER-MACK-DILWORTH JAN. 15, 1940. SERIAL No. 308
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (TRACINES)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1895, 1896; 1915-1916.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 12 ROLLS.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA NO. 1
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 1897-1914 MISSING.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents SEE ADDENDA NO. 2
(Purpose and general nature of record. Principal items of information

shown. Summary of forms used in making record, their headings, etc. If a very

general or miscellaneous record, detailed information as to type of records

contained and dates covered by each should be given. Unless contents of these

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement NUM. BY TRACING NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TRACINES
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 2 ROLLS 1/2" X 14" EACH 2 TRACINES. 1 ROLL 3" X 20" 29 TRACINES. 2 ROLLS 2" X 24" EACH 5 TRACINES.
(Of record or container. Height, width, thickness or depth. Average number of

2 ROLLS 2" X 30" EACH 2 TRACINES. 1 ROLL 4" X 14" 82 TRACINES. 1 ROLL 3" X 36" 5 TRACINES. 1 ROLL
pages or documents)

3" X 60" 6 TRACINES. 2 ROLLS 3" X 25" EACH 100 TRACINES.

11. Location by dates and quantities IN BIN NO. 23 BY WEST WALL IN VAULT
(Room, vault, wall--N.E.S.W., section, bin, shelf,

NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

308

ITEM 4. BUREAU OF MECHANICAL ELECTRICAL SERVICE

ROOM 320 MUNICIPAL BLDG.

[illegible]

NO 2

ITEM. 6 BUREAU OF MECHANICAL ELECTRICAL SERVICE

ADDENDA ROOM 320 MUNICIPAL BLDG.

CONTENTS CONSISTS OF TRACINGS SHOWING DESIGNS AND MEASUREMENTS OF VARIOUS TYPES OF LAMP POSTS, ELECTRICAL EQUIPMENT IN SUBWAYS SUCH AS MANHOLE INLETS, JUNCTION BOXES, CABLE RACKS AND HOOKS, DISTRIBUTING BOXES, TELEPHONE CIRCUITS, SERVICE BOXES, POLICE ALARM CIRCUITS, CONCRETE BOXES, CABLE ROUTES GIVING FULL DETAILS AS TO MEASUREMENTS.

STREET LAYOUT & LOTS GIVING STREET NAME, NUMBER OF LOT AND NAME OF LOT OWNER.

DRAIN TRACINGS SHOWING LOCATION AND ROUTE OF DRAIN NO. 5 GIVING SIZE OF PIPES, CONNECTIONS, STREET NAME AND DETAILS AS TO MEASUREMENTS.

CONDUIT SPACE OCCUPIED & VACATED SHOWING NAME OF LESSEE, CLASS OF CABLE, LOCATION AND WHETHER MAIN OR DISTRIBUTING CONDUITS. POLICE, FIRE ALARM & TELEGRAPH BOX LOCATIONS SHOWING CIRCUIT NUMBERS & LOCATION BY STREETS.

TRACING SHOWING DETAILED MEASUREMENTS OF CROSS HEAD FOR HARRISON STANDARD ENGINE.

GAS LIGHTING TABLE TRACINGS SHOWING NUMBER OF GAS LIGHTS OF VARIOUS TYPES, NO. OF GAS COMPANIES UNDER CONTRACT TO LIGHT STREETS, NUMBER OF HOURS LIGHTS BURN ANNUALLY, METHOD OF LIGHTING LAMPS, BASIS OF CHARGE TO CITY, REBATE FOR LIGHTS NOT BURNING, CHARGE FOR CONNECTIONS AND REMARKS.

DEICHER-MACK-DILWORTH JAN. 17, 1940 SERIAL No. 309
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (TRACINES)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1916 - - -
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 15 FILE DRAWERS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA NO. 1
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF TRACINES SHOWING PLANS & SPECIFICATIONS
(Purpose and general nature of record. Principal items of information

IN DETAIL AND MEASUREMENTS OF ELECTRICAL CONDUIT OF
shown. Summary of forms used in making record, their headings, etc. If a very

ROUTES & HOUSE TO HOUSE CONNECTIONS, MANHOLE LOCATIONS
general or miscellaneous record, detailed information as to type of records

(SHOWING STREETS) TROLLEY & LIGHT POLE CONNECTIONS,
contained and dates covered by each should be given. Unless contents of these

SERVICE & DISTRIBUTING BOXES AND THEIR CONNECTIONS
records are described by other forms 12-13HR, such forms should be filled out

CONNECTIONS TO VARIOUS NAMED BUILDINGS,
and attached)

6. Contents--continued POLE AND ARC LIGHT CONNECTIONS, MANHOLE SERVICE CONNECTIONS, LOCATION OF PROPOSED WORK SHOWING LOCATION BY STREETS, TYPE OF WORK, & DETAILED MEASUREMENTS OF SAME.
7. Arrangement NUM. BY TRACINE NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)
9. Writing TRACINES
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)
10. Size 4 DRAWERS 2 1/2" X 20" X 40" - 116 TRACINES 2 DRAWERS 1 1/2" X 13" X 24" APPROX 6000 TRACINES. 8 DRAWERS 3 1/2" X 28" X 45" APPROX 7000 TRACINES. 1 DRAWER 6" X 60" X 22" 200 TRACINES
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
11. Location by dates and quantities IN WOOD CABINETS BY SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
IN ROOM 322 MUNICIPAL BLDG.
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BUREAU OF MECHANICAL ELECTRICAL SERVICE
ROOM 320 MUNICIPAL BLDG.

1	DRAWER	E. 20 TRACINGS E. 20-1 TO E 20 BLANKS
1	"	E. 10 TRACINGS E. 10 TRACINGS E. 10-9 TO E 10 BLANKS
1	"	E. 50 TRACINGS - E. SPECIAL - CHART - FORMS ETC.
1	"	DLS. 500 TO 599 - ME. 60" TRACINGS
1	"	DLS. 200-299 - ME. 40" 15028
1	"	DLS. 300-399 - ME. 40" 150-14556
1	"	100-199 ME. 123- 19649
1	"	DLS. 1 TO 99 ME. 30-19970
7	"	NOT LABELED

DEICHER-MACK-DILWORTH JAN. 2, 1940. SERIAL No. 310
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (TRACINGS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1901-1915
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 2 ROLLS - 1 ENVELOPE - 10 BUNDLES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF TRACINGS SHOWING ARRANGEMENTS OF WIRES,
(Purpose and general nature of record. Principal items of information

POLES AND BOXES OF POLICE, FIRE ALARM AND TELEPHONE
shown. Summary of forms used in making record, their headings, etc. If a very

BOXES AT NAMED POLICE STATIONS AND STREET
general or miscellaneous record, detailed information as to type of records

LOCATIONS GIVING DISCRPTION AND MEASUREMENTS
contained and dates covered by each should be given. Unless contents of these

OF CABLE, TYPE OF WIRE AND CIRCUIT INDEX.
records are described by other Forms 12-13HR, such forms should be filled out

TRACINGS SHOWING TERRE COTTA BOX DUCT LOCATIONS
and attached)

6. Contents--continued BY STREETS SHOWING STREET SURFACE AND MEASUREMENTS. (SEE COPY ATT'D)
TRACINGS SHOWING LOCATION OF ELECTRICAL CONDUITS & MANHOLES TO BE CONSTRUCTED IN CITY, CONTINUED APPEND A NO. 2
7. Arrangement NUM. BY TRACING NO. CHRONO. BY DATE OF TRACING,
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TRACINGS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 BDL 1"X18"X24"-150 TRACINGS 1 BDL 1"X16"X20"-200 TRACINGS 2 BDL 1"X9"X12"-400 TRACINGS
(Of record or container. Height, width, thickness or depth. Average number of
1 BDL 1"X9"X11"-70 TRACINGS. 2 BDL 2"X25"X9"-1012 TRACINGS. 1 BDL 1"X24"X28"-150 TRACINGS. 1 BDL
1"X13"X17"-117 TRACINGS 1 BDL 2"X9"X14"-200 TRACINGS. 2 ROLLS 2"X12"-74 TRACINGS 1 ENVELOPE 1/2"X14"X19"-9 TRACINGS.
pages or documents)
11. Location by dates and quantities METAL CABINET NO. 4 BY WEST WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,
IN VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

NO. 1 BUREAU OF MECHANICAL ELECTRICAL SERVICE
ITEM 4

ADDENDA ROOM 322 MUNICIPAL BLDG.

1	ENVELOPE	L. D. W.
1	BUNDLE	VOID TERRE COTTA BOX TRACINGS NOV. 15, 1910.
1	"	DRAFTING ROOM RECORD TRACINGS.
1	"	" " " " C.C. & S.C. TRACINGS.
1	"	" " " " TRACINGS DETAILS OF V.B.M.H. ETC.
2	"	" " " " M.E. TRACINGS.
1	"	P.M. TRACINGS 1 TO 58 INCL PRINTS 1 TO 58 INCL.
1	"	MECH. ELEC. SERVICE DRAFTING ROOM RECORD E. TRACINGS.
2	ROLLS	NO LABELINE.
2	BUNDLES	" "

DELCHER-MACK-DILWORTH

310

NO 2,

ITEM 6 BUREAU OF MECHANICAL ELECTRICAL SERVICE

ADDENDA. ROOM 320 MUNICIPAL BLDG.

SHOWING STREET LOCATION & DETAILED MEASUREMENTS, ITEMIZED LIST OF MATERIAL TO BE USED AND RELATIVE POSITIONS OF JUNCTION AND DISTRIBUTING BOXES.

TRACINGS SHOWING PROPOSED CHANGES IN CONDUIT & MANHOLES AT VARIOUS LOCATIONS GIVING DETAILED MEASUREMENTS AND SPECIFICATIONS, PROPOSED REARRANGEMENT OF CONDUITS ACROSS AND THROUGH VARIOUS SEWERS GIVING LOCATIONS & MEASUREMENTS.

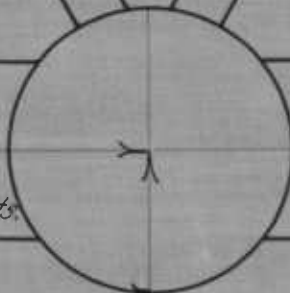
TRACINGS SHOWING SPECIFICATIONS FOR IRONS & RODDING FOR MANHOLES SHOWING AMOUNT OF MATERIAL TO BE USED AND ARRANGEMENT OF SAME.

TRACING SHOWING DETAILED MEASUREMENTS AND DISCRIPTION OF JUNCTION AND DISTRIBUTING BOXES AT VARIOUS LOCATIONS.

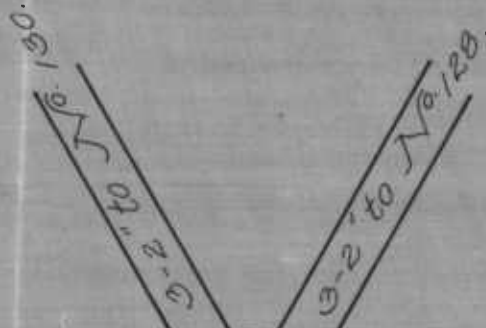
Pratt St.



101.0
10 duct to J.B.
at N.W. Cor.
Charles & Pratt Sts.



10 duct to T.C.D.B.
opp. No. 124.

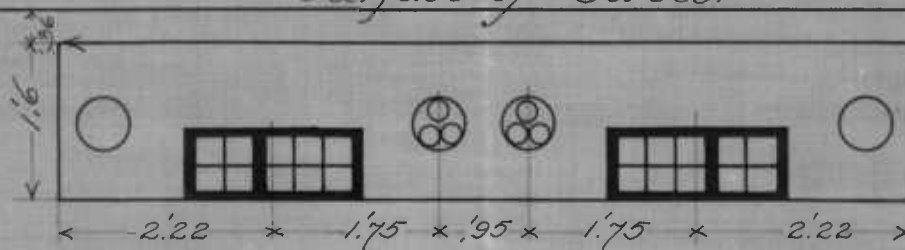


4.2

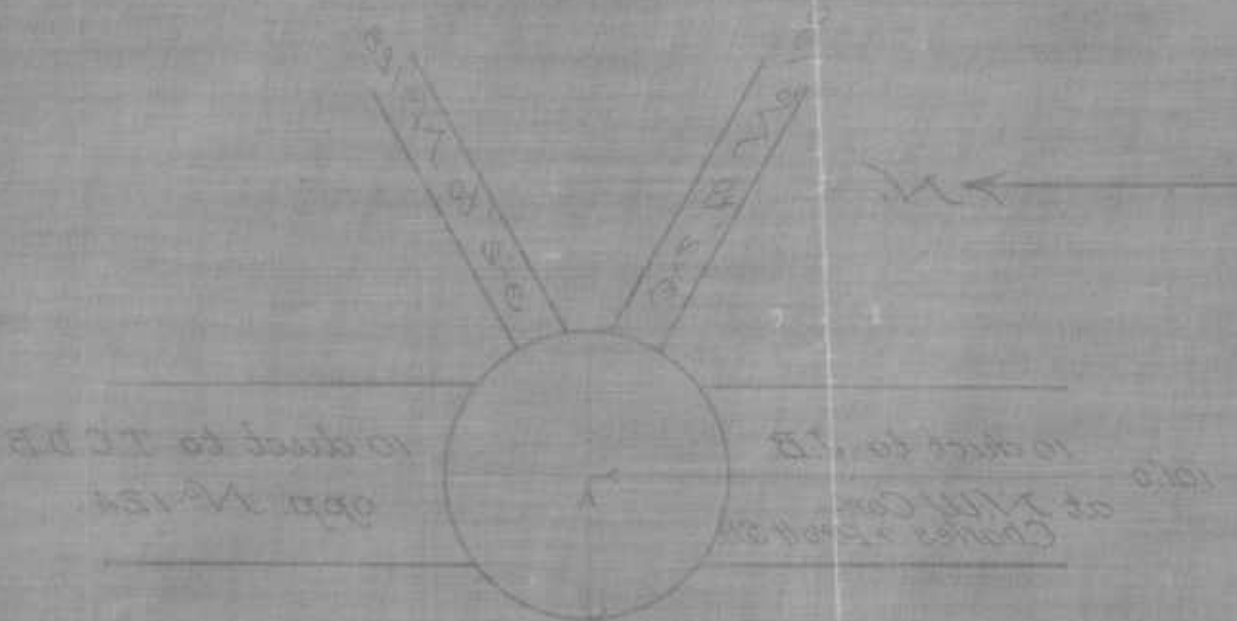
Charles St.

Good

Surface of Street.



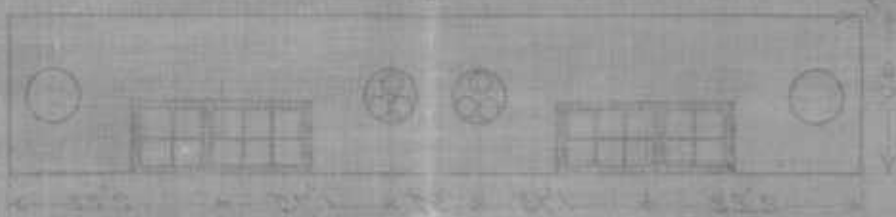
12.5 mrad



Charles St.

12.5 #

Surface of Street



310

#

DEICHER-MACK-DILWORTH JAN. 15, 1940 SERIAL NO. 311
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (TRACINES)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1895. 1900-1916. 1924.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 3 FILE DRAWERS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling 1 DRAWER P.E.A.T. TRACINES 2 DRAWERS NO LABEL.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 1896-1899. 1917-1923 MISSING.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF TRACINES SHOWING POLICE FIRE ALARM
(Purpose and general nature of record. Principal items of information

TELEGRAPH POLES AND CONNECTIONS GIVING TRACING
shown. Summary of forms used in making record, their headings, etc. If a very

NUMBER LOCATION BY STREETS, TYPE OF WIRE AND
general or miscellaneous record, detailed information as to type of records

CONNECTIONS, ROUTE OF CONDUIT DIMENSIONS
contained and dates covered by each should be given. Unless contents of these

OF DISTRIBUTING BOXES AND MEASUREMENTS
records are described by other Forms 12-13HR, such forms should be filled out

FROM CURB TO CONDUIT.
and attached)

6. Contents--continued OTHER TRACINES SHOWING ROUTES OF
HEATING LINES TO MUNICIPAL BLDE, CONNECTIONS
FROM MAINLINE TO BLDE. LINE, STREET LOCATIONS &
MEASUREMENTS FROM CURB TO PIPE LINE.
7. Arrangement ALPHA, BY STREETS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TRACINES
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 3 DRAWERS 3 1/2" X 60" X 22" EACH APPROX. 1350
(Of record or container. Height, width, thickness or depth. Average number of
TRACINES.
pages or documents)
11. Location by dates and quantities IN CABINET BY SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,
IN ROOM 322 MUNICIPAL BLDE.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-PEYTON-MACK NOV. 6, 1939 SERIAL No. 312
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (DRAWINGS)
(Give present full title in quotes; assigned title, if any, in brackets.)
If record has had other titles, list them with dates or quantities or both)
2. Dates 1901-1917
(Earliest and latest dates; missing dates. Show exact date of breaks).
3. Quantity 39 DRAWERS
(Number of volumes; file drawers; file boxes; bundles; other)
4. Labeling SEE APPENDIX NO. 1
(Explain fully; years; numbers; letters; number of records so labeled)
5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF DRAWINGS ON TRACING PAPER
(Purpose and general nature of record. Principal items of information
SHOWING LOCATION BY STREETS AND TYPE OF MAN-
shown. Summary of forms used in making record, their headings, etc. If a very
HOLES & CONCRETE BOXES GIVING DIMENSIONS OF
general or miscellaneous record, detailed information as to type of records
SAME AND FULL MEASUREMENTS FROM CURB
contained and dates covered by each should be given. Unless contents of these
TO MANHOLE ENTRANCE ALSO SHOWS DATE
records are described by other Forms 12-13HR, such forms should be filled out
NO. OF DRAWING AND SCALE
and attached)

6. Contents--continued

7. Arrangement ALPHA BY STREET NAME, NUMBY DRAWING NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing DRAWINGS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 39 DRAWERS 2 1/4" X 19 1/2" X 2 1/4" EACH 435 DRAWINGS
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities PILE OF DRAWERS IN N.E. CORNER
(Room, vault, wall--N.E.S.W., section, bin, shelf,

ROOM 322 MUNICIPAL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

ITEM 4. BUREAU OF MECHANICAL ELECTRICAL SERVICE

ADDENDA

ROOM 320 MUNICIPAL BLDG.

[illegible]

DELCHER-MACK-DILWORTH JAN. 3, 1940. SERIAL No. 313.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "ELEC. COM. "S" TRACINES"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1899-1910.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 ENVELOPE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling ELEC. COM. "S" TRACINES
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF TRACINES SHOWING PROPOSED
(Purpose and general nature of record. Principal items of information

CONDUIT CONSTRUCTION FOR VARIOUS LOCATIONS
shown. Summary of forms used in making record, their headings, etc. If a very

GIVING DETAILED ROUTES, LOCATIONS, MATERIAL
general or miscellaneous record, detailed information as to type of records

TO BE USED AND FULL MEASUREMENTS.
contained and dates covered by each should be given. Unless contents of these

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement NUM. BY TRACINE NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TRACINES
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 ENVELOPE 17" X 24" X 1/2" 43 TRACINES
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities IN METAL CABINET NO. 3
(Room, vault, wall--N.E.S.W., section, bin, shelf,

BY WEST WALL IN VAULT NEAR ROOM 102
cabinet, on floor)

CITY HALL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DEICHER-MACK-DILWORTH 1-8-1940 SERIAL No. 314
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (TRACINGS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1899
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 ROLL
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF TRACINGS SHOWING SECTIONAL
(Purpose and general nature of record. Principal items of information

PARTS OF MANHOLE COVERS & FRAMES &
shown. Summary of forms used in making record, their headings, etc. If a very

DISTRIBUTIVE BOXES GIVING DETAILED
general or miscellaneous record, detailed information as to type of records

MEASUREMENTS.
contained and dates covered by each should be given. Unless contents of these

ALSO SHOWS DATE, NO. AND SCALE.
records are described by other forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement

NUM. BY TRACING NO.

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

TRACINES

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

1 ROLL 3" X 36" 30 TRACINES

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

BIN. 19 BY WEST WALL IN

(Room, vault, wall--N.E.S.W., section, bin, shelf,

VAULT NEAR ROOM 102 CITY HALL BLDG

cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELCHER-MARK-DILWORTH JAN. 16, 1940 SERIAL No. 315
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (TRACINES)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates FEB. 11, 1938 & JUNE 11, 1938
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 2 ROLLS CONTAINING 2 TRACINES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF TRACINES SHOWING STREET NAME
(Purpose and general nature of record. Principal items of information

SIENS, FRAMES & BRACKETS FOR SAME & ORNAMENTAL
shown. Summary of forms used in making record, their headings, etc. If a very

LAMP POSTS NOS. 9 & 12 GIVING FULL MEASUREMENTS
general or miscellaneous record, detailed information as to type of records

OF EACH ITEM SHOWN SCALE AND DATE OF TRACINE
contained and dates covered by each should be given. Unless contents of these

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement

1 TRACING IN EACH ROLL

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

TRACING

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

2 ROLLS 1" X 36" EACH 2 TRACINGS

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

IN WOOD CABINET BY SOUTH

(Room, vault, wall--N.E.S.W., section, bin, shelf,

WALL IN ROOM 322 MUNICIPAL BLDG.

cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELPHER-MACK-DILWORTH 1-16-1940 SERIAL No. 316
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "TRAFFIC SIGNAL TRACING"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates AUG. 17, 1939
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 ROLL
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling TRAFFIC SIGNAL TRACING
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF TRACING SHOWING TRAFFIC SIGNAL
(Purpose and general nature of record. Principal items of information

AND CONNECTIONS FOR SAME AT VARIOUS POINTS
shown. Summary of forms used in making record, their headings, etc. If a very

IN CITY SHOWING LOCATIONS BY STREETS AND
general or miscellaneous record, detailed information as to type of records

INTERSECTIONS GIVING FULL MEASUREMENTS
contained and dates covered by each should be given. Unless contents of these

FROM CURBS TO BASE OF SIGNAL, AMOUNT
records are described by other forms 12-13HR, such forms should be filled out

AND LIST OF MATERIAL REQUIRED, DATE AND SCALE
and attached)

6. Contents--continued OF TRACING.

7. Arrangement 1 TRACING

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TRACING

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 ROLL 1" x 19 1/2" 1 TRACING

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities IN WOOD CABINET BY SOUTH

(Room, vault, wall--N.E.S.W., section, bin, shelf,

WALL IN ROOM 322 MUNICIPAL BLDG.

cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELPER-MACK-DILWORTH JAN. 16, 1940. SERIAL No. 317
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (TRACING)
(Give present full title in quotes; assigned title, if any, in brackets.)
If record has had other titles, list them with dates or quantities or both)
2. Dates MAY 21, 1935.
(Earliest and latest dates; missing dates. Show exact date of breaks).
3. Quantity 1 ROLL
(Number of volumes; file drawers; file boxes; bundles; other)
4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)
5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF TRACINGS SHOWING PROPOSED
(Purpose and general nature of record. Principal items of information
RELOCATION OF STREET LIGHTS AND ALTERATIONS
shown. Summary of forms used in making record, their headings, etc. If a very
TO CONDUITS IN ADVANCE OF PAVING AT VARIOUS
general or miscellaneous record, detailed information as to type of records
PLACES IN CITY GIVING LOCATIONS BY STREETS
contained and dates covered by each should be given. Unless contents of these
DETAILED MEASUREMENTS OF MANHOLES
records are described by other forms 12-13HR, such forms should be filled out)

and attached)

6. Contents--continued CONDUITS, POLES & HAND BOXES.
7. Arrangement 1 TRACING
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TRACING
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 ROLL 1" X 22" 1 TRACING.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities IN WOOD CABINET BY SOUTH
(Room, vault, wall--N.E.S.W., section, bin, shelf,
WALL IN ROOM 322 MUNICIPAL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-MACK-FAWCETT NOV. 29, 1939 SERIAL No. 318.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title " NOTIFICATIONS OF CHANGES IN M.E. PRINTS "
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates SEPT. 14, 1914 TO NOV. 20, 1915.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 FILE BOX
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NOTIFICATIONS OF CHANGES IN M.E. PRINTS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF INTERDEPARTMENTAL NOTIFICATIONS OF CHANGES
(Purpose and general nature of record. Principal items of information

TO BE MADE IN ELECTRICAL CONSTRUCTION REQUIRING CHANGES IN
shown. Summary of forms used in making record, their headings, etc. If a very

BLUE PRINTS, NOTICES DISCRIBE IN DETAIL THE CHANGES TO
general or miscellaneous record, detailed information as to type of records

BE MADE AND ARE SENT TO VARIOUS DEPARTMENT HEADS
contained and dates covered by each should be given. Unless contents of these

BY THE MECHANICAL ELECTRICAL ENGINEER, NOTICE SHOWS
records are described by other forms 12-13HR, such forms should be filled out

DATE AND NO.
and attached)

6. Contents--continued _____

7. Arrangement CHRONO. BY DATE OF NOTICE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HOW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 FILE BOX 12"x3"x10" 500 NOTICES.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities BIN NO. 9 BY SOUTH WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,
VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)
12. Other information _____
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

DEICHER-PEYTON-MACK NOV. 2, 1939 SERIAL No. 319
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (OBSTRUCTION & TROUBLE REPORTS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1926-1928, 1938--
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 2 FILE DRAWERS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records 1929-1937 MISSING
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF REPORTS OF CITY INSPECTORS TO HEAD OF
(Purpose and general nature of record. Principal items of information

CONDUIT DIVISION RELATIVE TO CONDUIT AND CABLE
shown. Summary of forms used in making record, their headings, etc. If a very

OBSTRUCTIONS OR DAMAGES SHOWING CAUSE OF DAMAGES
general or miscellaneous record, detailed information as to type of records

OR OBSTRUCTIONS, WHETHER DONE BY OUTSIDE
contained and dates covered by each should be given. Unless contents of these

OR CITY WORKMEN LOCATION REPAIRS NECESSARY,
records are described by other Forms 12-13HR, such forms should be filled out

DATE OBSTRUCTION OR DAMAGE OCCURRED, DATE
and attached)

6. Contents--continued OF REPORT AND SIGNATURE OF INSPECTOR
MAKING REPORT.
SEE SERIAL NO. 320 FOR REPORTS COVERING
YEARS 1936-1937
7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing TYPED & HANDWRITTEN PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 FILE DRAWER 3 1/2" X 29" X 3 1/2" APPROX. 600 REPORTS
(Of record or container. Height, width, thickness or depth. Average number of
1 FILE DRAWER 11 1/2" X 16" X 28" APPROX 700 REPORTS
pages or documents)
11. Location by dates and quantities 1 FILE DRAWER 1926-1928, IN BOTTOM
(Room, vault, wall--N.E.S.W., section, bin, shelf,
DRAWER IN CABINET IN CENTRE OF ROOM 322 AND 1 FILE
cabinet, on floor)
DRAWER 1938-1939 IN 7TH DRAWER IN CABINET CENTER OF ROOM 322 MUNICIPAL BLDG.
12. Other information
(Condition of record if not good.. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-PEYTON-MACK NOV. 2, 1939 SERIAL No. 320
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (OBSTRUCTION & TROUBLE REPORTS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1936-37
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 2 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF REPORTS OF CITY INSPECTORS TO HEAD
(Purpose and general nature of record. Principal items of information
OF CONDUIT DIVISION RELATIVE TO CONDUIT AND CABLE
shown. Summary of forms used in making record, their headings, etc. If a very
OBSTRUCTIONS OR DAMAGES SHOWING CAUSE OF
general or miscellaneous record, detailed information as to type of records
SUCH DAMAGE OR OBSTRUCTION, WHETHER DONE
contained and dates covered by each should be given. Unless contents of these

BY OUTSIDE MEN OR CITY EMPLOYEES, LOCATION,
records are described by other Forms 12-13HR, such forms should be filled out
REPAIRS NECESSARY, DATE OBSTRUCTION OR
and attached)

6. Contents--continued DAMAGE OCCURRED, DATE OF
REPORT AND SIGNATURE OF INSPECTOR
MAKING REPORT.
SEE SERIAL NO. 319 FOR REPORTS OF YEARS 1926-28, 1938.
7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 2 BUNDLE 1 1/2" X 8 1/2" X 11" EACH 700 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities 5TH. ROW FROM TOP 4TH. BIN
(Room, vault, wall--N.E.S.W.; section, bin, shelf,
FROM EAST WALL BY SOUTH WALL IN VAULT
cabinet, on floor)
NEAR ROOM 318 MUNICIPAL BLDG.
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHEP-MACK-DILWORTH, JAN. 18, 1940, SERIAL No. 321
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY, State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRIC SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (W.P.A. PROJECT PROGRESS REPORTS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1936-1937
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 FILE DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF REPORT OF WORK DONE BY
(Purpose and general nature of record. Principal items of information

W.P.A. WORKERS SHOWING PERIOD ENDING DATE,
shown. Summary of forms used in making record, their headings, etc. If a very

PROJECT NO. LOCATION OF WORK TYPE OF WORK
general or miscellaneous record, detailed information as to type of records

AND AMOUNT OF WORK COMPLETED DURING
contained and dates covered by each should be given. Unless contents of those

THE PERIOD SHOWN

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement

CHRONO. BY DATE OF REPORT.

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

HQW. ON RULED PAPER.

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

FILE DRAWER 3" X 11 1/2" X 22" APPROX 100 REPORTS.

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

4TH DRAWER FROM LEFT IN TOP

(Room, vault, wall--N.E.S.W., section, bin, shelf,

ROW IN WOOD CABINET BY SOUTH WALL IN ROOM

cabinet, on floor)

322 MUNICIPAL BLDG.

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

Progress of WPA Projects
For Period Ending Dec. 23, 1937.

Project #119 - Completed.

C.W.O. #520 Ponca St - Completed.

Trench Feet Completed - Total - 3327.3'

11 Manholes Completed.
1 Handbox "

Sidewalk Replaced
Cement - 46557 Sq. Ft.

Average Cross-Section.
2.0' X 4.5'

Conduit Completed

1-6" 2-3" - 1972.5'

6-1" 2-3" - 468.3'

8-3" - 777.0'

1-3" - 109.5'

Street Paving Replaced

Concrete Base - 211.8 Sq. Ft.

Concrete - 428.5 " "

Void

Void

Serial # 321

~~# 1187~~

~~# 537~~

DELCHER-MACK-DILWORTH, JAN. 4, 1940, SERIAL No. 322
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (DISTRIBUTING BOX LOCATION RECORD)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates NO DATES SHOWN
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 3 BUNDLES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF RECORD SHOWING LOCATIONS
(Purpose and general nature of record. Principal items of information

OF DISTRIBUTING BOXES IN CONDUITS GIVING
shown. Summary of forms used in making record, their headings, etc. If a very

BOX NO. LOCATIONS BY STREETS, SIZE OF BOX,
general or miscellaneous record, detailed information as to type of records

DETAILED MEASUREMENTS & REMARKS.
contained and dates covered by each should be given. Unless contents of these

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement

ALPHA. BY NAME OF STREET

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

HWM. ON RULED PAPER.

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

2 BUNDLES 1" X 13" X 15" EACH 200 SHEETS.

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

IN METAL DRAWER NO. 7

(Room, vault, wall--N.E.S.W., section, bin, shelf,

BY SOUTH WALL IN VAULT NEAR ROOM

cabinet, on floor)

102 CITY HALL BLDG.

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELCHER-MARK-KILROY DEC. 1, 1939 SERIAL No. 323
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (INSPECTORS RECORD BOOKS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1914-1915
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF INSPECTORS RECORD BOOKS
(Purpose and general nature of record. Principal items of information

PERTAINING TO HOUSE CONNECTIONS FOR ELECTRIC
shown. Summary of forms used in making record, their headings, etc. If a very

SUPPLY SERVICE SHOWING LOCATION OF PROPERTY
general or miscellaneous record, detailed information as to type of records

BE STREET & HOUSE NO. TO BE SERVICED, AREA
contained and dates covered by each should be given. Unless contents of these

AND MEASUREMENTS OF EXCAVATION TO CITY
records are described by other Forms 12-13FR, such forms should be filled out

CONDUIT LINE AND AMOUNT & TYPE OF
and attached)

6. Contents--continued MATERIAL NECESSARY FOR
REPAIRS TO PAVEMENT & SIDE WALK AFTER
EXCAVATION.

7. Arrangement CHRONO. BY DATE OF ENTRY
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HOW ON RULED PAGES
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 BUNDLE 5"X4"X7" 24 RECORD BOOKS.
(Of record or container. Height, width, thickness or depth. Average number of

50 PAGES EACH.
pages or documents)

11. Location by dates and quantities BIN 16 BY SOUTH WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,

VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-FAWCETT - NOV. 30, 1939 SERIAL No. 324
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

~~County~~ BALTIMORE CITY, State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE.
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "DAILY REPORT BOOKS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 4, 1915 - OCT. 10, 1915.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 56 REPORT BOOKS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA NO. 1
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF DAILY REPORT BOOKS PERTAINING TO ELEC-
(Purpose and general nature of record. Principal items of information

TRICAL CONSTRUCTION WORK SHOWING DATE OF REPORT ORDER
shown. Summary of forms used in making record, their headings, etc. If a very

NO, NAME OF ELECTRICAL LINE, LOCATION BY STREET, MEASUREMENTS
general or miscellaneous record, detailed information as to type of records

OF DITCH EXCAVATIONS, LOCATION BY STREETS OF EXCAVATIONS,
contained and dates covered by each should be given. Unless contents of these

NUMBER OF FEET OF CONDUIT INVOLVED AND STREET LOCATION
records are described by other Forms 12-13HR, such forms should be filled out

OF SAME, AMOUNT OF CEMENT, SAND, GRAVEL, DOWEL PINS,
and attached)

6. Contents--continued BURLAP, PAINT, ANGLE IRONS, FLAT PLATES,
COAL OIL & GASOLINE USED, LABOR HOURS, BRICK LAYERS HOURS,
LINESMEN HOURS, FOREMEN HOURS, MANHOLE LOCATIONS BY
STREETS AND TYPE & AMOUNT OF MATERIAL USED IN MANHOLE CONSTRUCTION.
7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HDW. ON PRINTED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 56 Report Books 7" X 4 1/2" X 1/2" EACH. 50 PAGES EACH.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities BIN. NO. 17 BY SOUTH WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,
VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

BUREAU OF MECHANICAL ELECTRIC SERVICE

ITEM. 4 ROOM # 320 MUNICIPAL BUILDING.

ADDENDA

REPORT BOOK			DAILY REPORT BOOK NO 1 - 1-4-15 TO 3-8-15		
/	"	"	"	"	" 2 - 1-4-15 TO 3-29-15
/	"	"	"	"	" 3 - 1-4-15 TO 2-9-15
/	"	"	"	"	" 4 - 1-4-15 TO 4-28-15
/	"	"	"	"	" 5 - 1-4-15 TO 4-5-15
/	"	"	"	"	" 6 - 1-4-15 TO 3-9-15
/	"	"	"	"	" 7 - 1-4-15 TO 4-10-15
/	"	"	"	"	" 8 - 1-4-15 TO 3-11-15
/	"	"	"	"	" 9 - 1-4-15 TO 2-8-15
/	"	"	"	"	" 10 - 3-30-15 TO 6-25-15
/	"	"	"	"	" 11 - 2-10-15 TO 3-26-15
/	"	"	"	"	" 12 - 2-8-15 TO 2-23-15
/	"	"	"	"	" 13 - 2-25-15 TO 3-12-15
/	"	"	"	"	" 14 - 3-9-15 TO 4-13-15
/	"	"	"	"	" 15 - 3-10-15 TO 5-19-15
/	"	"	"	"	" 16 - 3-14-15 TO 5-12-15
/	"	"	"	"	" 17 - 3-15-15 TO 4-1-15
/	"	"	"	"	" 18 - 3-23-15 TO 4-8-15
/	"	"	"	"	" 19 - 4-1-15 TO 6-28-15
/	"	"	"	"	" 20 - 4-3-15 TO 4-15-15
/	"	"	"	"	" 21 - 4-7-15 TO 6-22-15
/	"	"	"	"	" 22 - 4-12-15 TO 6-29-15
/	"	"	"	"	" 23 - 4-13-15 TO 5-13-15

DELCHEP-KILROY-MACK

2

BUREAU OF MECHANICAL ELECTRIC SERVICE

ITEM

4

ROOM #320 MUNICIPAL BUILDING

ADDENDA

/	RECORD BOOK	DAILY REPORT BOOK	NO.	24-4-14-1915 To 7-8-1915
/	" "	" " "	"	25-4-16-1915 To 4-28-1915
/	" "	" " "	"	26-4-28-1915 To 5-18-1915
/	" "	" " "	"	27-4-29-1915 To 7-2-1915
/	" "	" " "	"	28-5-14-15 To 6-22-15.
/	" "	" " "	"	
/	" "	" " "	NO.	30-5-19-15 To 6-1-15
/	" "	" " "	"	31-6-3-15 To 6-15-15
/	" "	" " "	"	32-6-23-15 To 7-15-15
/	" "	" " "	"	33-6-16-15 To 6-29-15.
/	" "	" " "	"	34-6-24-15 To 10-15-15
/	" "	" " "	"	35-6-30-15 To 10-4-15.
/	" "	" " "	"	36-6-28-15 To 10-7-15
/	" "	" " "	"	37-6-30-15 To 9-27-15
/	" "	" " "	"	38-6-30-15 To 7-7-15
/	" "	" " "	"	39-7-5-15 To 9-24-15
/	" "	" " "	"	40-7-8-15 To 7-19-15
/	" "	" " "	"	41-7-9-15 To 9-24-15
/	" "	" " "	"	41-7-20-15 To 7-30-15
/	" "	" " "	"	42-7-16-15 To 8-19-15
/	" "	" " "	"	42-5-24-15 To 8-2-15
/	" "	" " "	"	43-7-26-15 To 10-12-15
/	" "	" " "	"	8-3-15 To 10-12-15

DELCHER-KILROY-MACK.

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3

BUREAU OF MECHANICAL ELECTRIC SERVICE

ITEM. 4

ROOM #320 MUNICIPAL BUILDING

ADDENDA

1	RECORD BOOK.	DAILY REPORT BOOK	8-2-15 to 8-13-15
1	"	"	8-16-15 to 9-2-15
1	"	"	8-20-15 to 9-29-15
1	"	"	9-3-15 to 9-29-15
1	"	"	9-24-15 to 10-13-15
1	"	"	9-30-15 to 10-18-15
1	"	"	9-27-15 to 10-12-15
1	"	"	10-4-15 to 10-14-15
1	"	"	9-30-15 to 10-13-15
1	"	"	10-13-15 to 10-13-15

DELCHEM-MACK-FAWCETT DEC. 20, 1939 SERIAL No. 325
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "ACCIDENT REPORTS"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1899-1913
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 2 FILE BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF REPORTS PERTAINING TO PERSONAL
(Purpose and general nature of record. Principal items of information

INJURY AND EQUIPMENT DAMAGE SHOWING DETAILED
shown. Summary of forms used in making record, their headings, etc. If a very

PARTICULARS, APPARENT CAUSE, NATURE OF INJURY
general or miscellaneous record, detailed information as to type of records

OR DAMAGE AND FINAL DISPOSITION OF EACH
contained and dates covered by each should be given. Unless contents of these

CASE, RECORD ALSO SHOWS DATE AND TIME OF
records are described by other Forms 12-13HR, such forms should be filled out

INJURY, NAME OF PARTY INJURED, WITNESSES IF ANY
and attached)

6. Contents--continued DATE OF REPORT, REMARKS AND SIGNATURE
OF PARTY MAKING REPORT.

7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing H.D.W. & TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 2 FILE BOXES 12"X5"X10" EACH APPROX
(Of record or container. Height, width, thickness or depth. Average number of
400 REPORTS EACH BOX.
pages or documents)

11. Location by dates and quantities IN WOOD CABINET BY EAST
(Room, vault, wall--N.E.S.W., section, bin, shelf,

WALL IN VAULT NEAR ROOM 102 CITY HALL
cabinet, on floor)

BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-FAWCETT NOV. 30 1939 SERIAL No. 326
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

Country BAITIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title " WEEKLY BULLETINS "
(Give present full title in quotes; assigned title, if any, in brackets.)
{ REPORT OF PROPOSED WORK FOR COMING WEEK }
If record has had other titles, list them with dates or quantities or both)
2. Dates MAY. 1, 1918 - SEPT. 20, 1918
(Earliest and latest dates; missing dates. Show exact date of breaks).
3. Quantity 1 FILE BOX
(Number of volumes; file drawers; file boxes; bundles; other)
4. Labeling WEEKLY BULLETINS
(Explain fully; years; numbers; letters; number of records so labeled)
5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF REPORTS FROM HIGHWAY ENGINEER
(Purpose and general nature of record. Principal items of information
TO CHIEF ENGINEER OF ELECTRICAL COMMISSION PERTAIN-
shown. Summary of forms used in making record, their headings, etc. If a very
ING TO PROPOSED WORK FOR THE FOLLOWING WEEK,
general or miscellaneous record, detailed information as to type of records
SHOWING NAME OF DIVISION, NATURE OF PROPOSED
contained and dates covered by each should be given. Unless contents of these

WORK AND LOCATION OF WORK.
records are described by other Forms 12-13HR, such forms should be filled out
and attached)

6. Contents--continued

7. Arrangement

CHRONO. BY DATE OF REPORT.

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

NONE.

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

TYPED ON LETTER HEAD.

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

1 FILE BOX 12" X 3" X 12" 50 REPORTS.

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

IN BIN NO. 9 BY SOUTH WALL IN

(Room, vault, wall--N.E.S.W., section, bin, shelf,

VAULT NEAR ROOM 102 CITY HALL BLDG.

cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-FAWCEET NOV. 30, 1939 SERIAL No. 327
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "CAR TICKETS"
(Give present full title in quotes; assigned title, if any, in brackets.)
{ REPORTS OF CAR TICKETS USED }
If record has had other titles, list them with dates or quantities or both)

2. Dates MAY 26, 1903. - JUNE 8, 1908.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 31 BUNDLES.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SEE ADDENDA.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF REPORTS OF TRANSPORTATION CAR
(Purpose and general nature of record. Principal items of information

TICKETS USED BY EMPLOYEES OF OLD ELECTRICAL
shown. Summary of forms used in making record, their headings, etc. If a very

COMMISSION TO AND FROM VARIOUS JOBS,
general or miscellaneous record, detailed information as to type of records

SHOWING DATE OF REPORT, NAME OF EMPLOYEE
contained and dates covered by each should be given. Unless contents of these

TICKETS ISSUED TO, DATE OF ISSUE, POINTS
records are described by other forms 12-13HR, such forms should be filled out

FROM & TO TICKETS USED AND NUMBER OF
and attached)

6. Contents--continued TICKETS USED BY EACH EMPLOYEE
DURING PERIOD AS SPECIFIED BY REPORT.

7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED ON BLANK PAPER.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 31 BUNDLES 1/2" X 4" X 8" EACH APPROX.
(Of record or container. Height, width, thickness or depth. Average number of
480 REPORTS.
pages or documents)

11. Location by dates and quantities IN BIN NO. 16 BY SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,
IN VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-KILROY-MACK

BUREAU OF MECHANICAL ELECTRIC SERVICE

ITEM Room # 320 MUNICIPAL BUILDING

4

ADDENDA-

1	PACK LABELED	MAY, 26 TO JULY, 7, 1903, - 2000 CAR TICKETS
1	" "	JULY, 7, TO AUG, 11, 1903, - 2000 " "
1	" "	AUG, 11, TO SEPT, 15, 1903, - 2000 " "
1	" "	SEPT, 15, TO OCT, 7, 1903, - 2000 " "
1	" "	OCT, 7, TO NOV, 30, 1903, - 2000 " "
1	" "	DEC, 1, 1903 TO MAR, 24, 1904 - 2000 " "
1	" "	MAR, 25, TO JUNE 1, 1904, - 2000 " "
1	" "	JUNE 2 TO JULY 29, 1904 - 2000 " "
1	" "	AUG, 1 TO SEPT 20, 1904 - 2000 " "
1	" "	SEPT 21, TO NOV 1, 1904 - 2000 " "
1	" "	NOV, 1 TO DEC, 23, 1904 - 2000 " "
1	" "	DEC, 29, 1904 TO FEB, 27, 1905, - 2000 " "
1	" "	MAR, 1, TO APR, 17, 1905 - 2000 " "
1	" "	APR 18 TO MAY, 22, 1905 - 2000 " "
1	" "	MAY 24 TO JUNE 23, 1905 - 2000 " "
1	" "	JUNE 26 TO AUG 23, 1905 - 2000 " "
1	" "	AUG 24 TO OCT 21, 1905 - 4000 TICKETS.
1	" "	OCT 24, 1905 TO JAN, 2, 1906 - 4000 TICKETS
1	" "	JAN, 4 TO MAR 27, 1906 - 4000 CAR TICKETS
1	" "	MAR, 29 TO JUNE 5 - 1906 = 4000 CAR TICKETS
1	" "	JUNE 6, 1906 TO JULY 5, - 1906 = 2000 CAR TICKETS
1	" "	JULY 6, 1906 TO SEPT, 11, 1906 = 4000 CAR TICKETS
1	" "	SEPT, 17, 1906 TO NOV, 26, 1906 = 4000 CAR TICKETS

DELCHEK-KILROY-MACK

327

v BUREAU OF MECHANICAL ELECTRIC SERVICE

ITEM 4 ROOM #320 MUNICIPAL BUILDING.

ADDENDA

1.	BUNDLE	NOV. 28, 1906 TO JAN. 4, 1907 = 2000 CAR TICKETS
/	"	JAN. 8, 1907 TO MAR. 26, 1907 = 4000 CAR TICKETS
/	"	MAR. 30 - 1907 TO MAY. 27 - 1907 = 4000 CAR TICKETS
/	"	MAY. 28 - TO JULY 22, 1907, = 4000 CAR TICKETS
/	"	JULY 24 - 1907 TO OCT. 1, 1907 = 4000 CAR TICKETS
/	"	OCT. 4 - 1907 TO DEC. 16, 1907 = 4000 CAR TICKETS
/	"	DEC. 18 - 1907 TO MAR. 24 - 1908 = 400 CAR TICKETS
/	"	MAR. 26 - 1908 TO JUNE 8, 1908 = 4000 CAR TICKETS

DEICHER-MACK-DILWORTH JAN 18, 1940 SERIAL No. 328
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { PROGRESS REPORTS }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1935-1937
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF PROGRESS REPORTS OF WORK DONE
(Purpose and general nature of record. Principal items of information

BY CONDUIT DIVISION OF BUREAU OF MECHANICAL
shown. Summary of forms used in making record, their headings, etc. If a very

ELECTRICAL SERVICE SHOWING PAGE NO. DATES
general or miscellaneous record, detailed information as to type of records

COVERED BY REPORT, LOCATION OF WORK
contained and dates covered by each should be given. Unless contents of these

DESCRIPTION OF WORK AMOUNT OF TRENCH FEET
records are described by other Forms 12-13HR, such forms should be filled out

COMPLETED FOR WEEK, AMOUNT COMPLETED TO
and attached)

6. Contents--continued FIVEN DATE, ESTIMATED AMOUNT TO BE COMPLETED, APPROX. TOTAL. SIZE, LENGTH & DESC. OF LINEAL FEET, NO. KIND & DESC. OF CONNECTIONS, NO. & SIZE OF MANHOLES, SIZE & LENGTH OF DEADEND, REMARKS & SIG. OF INSPECTOR.
7. Arrangement CHRONO. BY DATE OF REPORT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)
9. Writing TYPED ON PLAIN PAPER & PRINTED FORMS
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)
10. Size 1 DRAWER 3" X 11 1/2" X 22" 176 REPORTS.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
11. Location by dates and quantities 4TH DRAWER FROM LEFT IN TOP ROW IN WOOD CABINET BY SOUTH WALL IN ROOM 322 MUNICIPAL BLDE.
(Room, vault, wall--N.E.S.W., section, bin, shelf, cabinet, on floor)
12. Other information SEE ATT'D
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

BUREAU OF MECHANICAL — ELECTRICAL SERVICE

CONDUIT CONSTRUCTION DIVISION

WEEKLY REPORT OF PROGRESS WEEK ENDING 1 to August 1, 1937

PAGE 17

LOCATION	DESCRIPTION	C.W.O. NO.	TRENCH FEET				LINEAL FEET				CONNECTIONS			MANHOLES		DEAD END		REMARKS
			COMPLETED THIS WEEK	COMPLETED TO DATE	ESTIMATED TO COMPLETE	APPROX. TOTAL	SIZE	LENGTH	DESC.		NO.	KIND	DESC.	NO.	SIZE	SIZE	LENGTH	
#12 E. Camden St	House Conn 516	-	-	-	5.0'	1-1" & 1-2"	15.6'	House Con 1	House Con	-	-	-	-	-	-	-	-	COMPLETED
						1-2" & 1-3"	15.4'	"										
						1-2" & 1-3"	15.2'	"										
Acton St	A.L. Conn 519	-	-	-	13.0'	1-2" & 1-3"	12.7'	A.L. Conn	-	-	-	-	-	-	-	-	-	"
						1-2" & 1-3"	7.9'	"										
						1-2" & 1-3"	6.7'	"										

1011

J. B. Underhill
Inspector

#329

BUREAU OF MECHANICAL ELECTRICAL SERVICE

J. Sunderland
Drafting Dir.

DELCHER-MACK-FAWCETT DEC. 13, 1939 SERIAL No. 329
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "CONSECUTIVE FILE NOV. 1, 1907"
(Give present full title in quotes; assigned title, if any, in brackets.)
{ NOTICE TO REPAIR OR RENEW FOOTWAY }
If record has had other titles, list them with dates or quantities or both

2. Dates 1917-1918
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 FILE BOX
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONSECUTIVE FILE NOV. 1, 1907
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF NOTICE FROM HIGHWAYS ENGINEER
(Purpose and general nature of record. Principal items of information

TO REPAIR OR RENEW FOOTWAYS TO PROPERTY OWNER
shown. Summary of forms used in making record, their headings, etc. If a very

NOTICES SHOW DATE, INSPECTOR'S REPORT
general or miscellaneous record, detailed information as to type of records

NO. LOCATION BY STREETS & HOUSE NO.
contained and dates covered by each should be given. Unless contents of these

LAST DATE WORK TO BE STARTED, REMARKS AND
records are described by other Forms 12-13HR, such forms should be filled out

SIGNATURE OF HIGHWAYS ENGINEER, BOTTOM
and attached)

6. Contents--continued OF FORM SHOWS ABSTRACT OF LAWS
RELATIVE TO FOOTWAYS. BACK OF FORM SHOWS
SPECIFICATIONS FOR CEMENT AS REQUIRED BY
ORDINANCE. SEE ATTD. FORM.

7. Arrangement CHRONO. BY DATE OF NOTICE
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing Hdw. ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 FILE BOX 12" X 3" X 12" 200 NOTICES.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities BIN. NO. 34 BY SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,

IN VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

Highways Engineer's Office, Baltimore

#329

Notice to Repair or Renew Footway

Inspector's Report No. 191

To

You are hereby notified to footway and put all surface drains under same, in of house or lot

No.

Between and

Remarks

The above work started not later than 191

See specifications for Cement footway
on the back of this notice.

Highways Engineer

ABSTRACT OF LAWS RELATING TO FOOTWAYS

City Charter, Section 6, paragraph 26; and Section 86, City Code, 1906, Article 35, and Sections 20 to 38, as amended by Ordinance 102 of May 10, 1912. See also Building Code as to areas, cellars, vaults, etc.

In brief the law provides among other things:

1. That the City Engineer shall have full power to regulate the grade and width of footways, and the manner of construction, and the materials for the same.
2. That the property owner shall construct and maintain the footway.
3. That the grade across the footway shall not exceed $\frac{1}{2}$ inch to the foot.
4. That notice may be served on owner, agent or tenant, or left at their residence, or published in three or more daily newspapers, and posted or set up on the premises.
5. That failure to comply with notice subjects owner to fine of \$10.00 per day.
6. That the City Engineer is authorized to do the work at the expense of owner with 3% added, after 10 days' notice.
7. That it is necessary to get a permit to dig up footway, cut curb, etc.
8. That the footway is not to be obstructed.
9. That the footways on unpaved streets must be brought to grade and constructed of cinders, crushed stone, wood or other suitable material.
10. That all drainage on footways, shall be put under instead of across the surface of same. Penalty for violating, not less than \$50.00, not more than \$100.00.

SPECIFICATIONS FOR CEMENT SIDEWALKS AS REQUIRED BY ORDINANCE NO. 122;

Approved May 10th, 1912 and Ordinance No. 7 Approved June 26th, 1915.

1. The footway shall be excavated to a depth of five inches below its surface. The plane formed by this excavation shall be known as sub-grade. On the sub-grade shall be placed a layer of Portland Cement concrete four (4) inches thick. The concrete course shall be well rammed.

2. The concrete shall be composed of one part Portland Cement, two and one-half parts sand and five parts broken stone or gravel. The sand must be clean, sharp sand, and the stone may be of varying sizes, provided that no stone exceeds one and one-half inches in its greatest dimensions. The cement must be in accordance with the general specifications of City Engineer; and where work is being done under city's supervision cement must be tested and tagged.

3. After the concrete has taken its initial set, but before it has taken its hard, or final set, there shall be floated on the concrete a top course, which shall be made of the specified cement and sand, mixed in the manner as for mortar, in the proportion of one part cement to one and one-half parts sand. This shall be spread on the concrete base to a depth of one inch as a top course. On this top course shall be sprinkled or dusted two parts of Portland Cement and one part sand and the kind of coloring matter as the Engineer may direct, thoroughly mixed, after which the surface shall be properly finished by trowelling.

4. During the construction of the paving the concrete shall be cut in rectangular slabs or blocks, with sides not exceeding five feet. The cut to extend from the surface of the concrete through to the sub-grade, and filled with sand before the top coat is put down. The cuts in the top coat or wearing surface shall be made directly over and in line with the cuts in the concrete course. The cuts may vary from rectangular lines where circumstances require such variation; but, in all cases, at least one cut shall be made from each projecting corner of the building against which the pavement is laid.

5. When the concrete pavement is completed, as above described, it shall be protected from traffic and from rays of the sun until thoroughly set. In hot and dry weather it must be covered with canvas or other material that has been saturated with water, and this, in turn, protected by a covering of boards, so arranged as to protect the pavement and not to interfere with pedestrians using the sidewalk.

6. All material used in the construction of this pavement must conform to the specifications for such materials in force in the City Engineer's Department.

7. Footways, over vaults, shall conform generally to the preceding specifications, and be laid so as to conform also to the rules and regulations of the Inspector of Buildings Department.

8. **BITUMINOUS EXPANSION JOINTS**, one-half inch wide, shall be placed at street corners following the projection of the building lines from the building corner to the curb and around the curb from building line to building line. Where cross walks are constructed, the joints are to be placed along each longitudinal side of the connecting walk between the curb and the footway.

9. All cement footways must be cut through to the sub-grade on the adjoining building lines, and adjoining footways brought to the grade of new footway on said building line so as to not make same a stumbling place.

10. The coloring matter in the topping is composed of one-quarter pound of lamp black to each bag of cement and to be thoroughly mixed dry as follows: one part Portland Cement, one and one-half parts clean, sharp sand and one-quarter pound lamp black or other satisfactory coloring material.

11. In using coloring in the dust instead of mixing with the topping the mixture should be one bag cement, one-half bag sand and one-eighth pound of lamp black mixed thoroughly and run through screen.

GENERAL CONDITIONS.

12. Both cement and asphalt blocks, and tile pavements must be laid to one true, plane surface without depression or rise above such plane.

13. At street intersections, where one plane surface is impracticable, more than one plane, or a curved surface, may be used where necessary.

14. Sidewalks shall have a uniform slope from the building line to the curb, which slope shall not exceed one-half of one inch to one foot.

15. Sidewalks must be laid so as to make a smooth and even joint with adjacent sidewalks, and leave no drop or rise that could possibly cause pedestrians to stumble; and must also finish fair with vault coverings, man-holes and other such structures on the sidewalks.

DELPHER-MACK-DILWORTH JAN. 4, 1940. SERIAL No. 330.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY, State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (FOREMAN'S COMPLETED WORK REPORT)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1914.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF FORMAN'S COMPLETED WORK REPORT
(Purpose and general nature of record. Principal items of information

SHOWING LOCATION OF WORK BY STREETS, DESCRIPTION
shown. Summary of forms used in making record, their headings, etc. If a very

OF WORK. AMOUNT AND KIND OF MATERIAL USED,
general or miscellaneous record, detailed information as to type of records

CLASS OF LABOR AND NUMBER OF HOURS WORKED.
contained and dates covered by each should be given. Unless contents of these

SIGNATURE OF FOREMAN

records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement

CHRONO. BY MONTHS.

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

HDW. ON PRINTED FORM & BLANK PAPER

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

1 BUNDLE 3 1/2" X 4" X 7" APPROX

(Of record or container. Height, width, thickness or depth. Average number of

400 REPORTS.

pages or documents)

11. Location by dates and quantities

METAL DRAWER NO. 7 BY

(Room, vault, wall--N.E.S.W., section, bin, shelf,

SOUTH WALL IN VAULT NEAR ROOM 102

cabinet, on floor)

CITY HALL BLDG.

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

DELCHEP-MACK-DILWORTH JAN. 16, 1940. SERIAL No. 331
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "MECH. ELEC. SERVICE JAMES E. FAIRBANKS"
(Give present full title in quotes; assigned title, if any, in brackets.)
{RECORD OF PLANS}
If record has had other titles, list them with dates or quantities or both

2. Dates 1937 - - -
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 LOOSE LEAF BINDER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling MECH. ELEC. SERVICE JAMES E. FAIRBANKS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF RECORD OF PLANS SHOWING NO.
(Purpose and general nature of record. Principal items of information

DESCRIPTION OF WORK, TYPE OF WORK, DATE REQUEST
shown. Summary of forms used in making record, their headings, etc. If a very

FOR DRAWING RECD. DATE STARTED, DATE COMPLETED,
general or miscellaneous record, detailed information as to type of records

DATE DRAWING RECD. DRAWING NO. PLAT NO.
contained and dates covered by each should be given. Unless contents of those

DLS. NO. DATE DUCT LENGTH DATA RECD.
records are described by other Forms 12-13HR, such forms should be filled out

PLOTTED BOOK & TRACING NO. DATE CONST.
and attached)

6. Contents--continued DATA RECD, & PLOT NO. AND NAME OF
PARTY MAKING DRAWINGS. SEE ATTD. FORM.

7. Arrangement CHRONO. BY YEARS. NUM. BY NO. OF PLAN.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1-LOOSE LEAF BINDER 9" X 11 1/2" X 1" 30 SHEETS
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities ON TOP OF DESK BY SOUTH
(Room, vault, wall--N.E.S.W., section, bin, shelf,

WALL IN ROOM 322 MUNICIPAL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

MECHANICAL-ELECTRICAL SER.

[illegible]

331

DELCHER-MACK-FAWCETT DEC 13 1939 SERIAL No 332
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY, State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title (COMPLAINTS)
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1912 - 1913
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 FILE BOX
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONTENTS CONSISTS OF COPY OF
(Purpose and general nature of record. Principal items of information

COMPLAINTS RECEIVED BY ELECTRICAL
shown. Summary of forms used in making record, their headings, etc. If a very

COMMISSION FROM VARIOUS FIRMS RELATIVE
general or miscellaneous record, detailed information as to type of records

TO OBSTRUCTIONS IN WAY OF TRAFFIC OR
contained and dates covered by each should be given. Unless contents of these

RECEIVING PLATFORMS OR DOORS AND ARE
records are described by other Forms 12-13HR, such forms should be filled out

REFERRED TO PROPER DEPARTMENT FOR
and attached)

6. Contents--continued ACTION, SEE COPY ATTD.

7. Arrangement CHRONO. BY DATE OF COMPLAINT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED & HNW. ON DEPARTMENTAL DATA
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

SHEETS

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 FILE BOX 12" X 3" X 12" APPROX.
(Of record or container. Height, width, thickness or depth. Average number of

3000 COMPLAINT COPIES.
pages or documents)

11. Location by dates and quantities BIN 36 BY SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,
IN VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

ELECTRICAL COMMISSION.

DEPARTMENT NOTES AND DATA TO BE PRESERVED IN DUPLICATE

Date Oct 4-12.

Subject Letter of Continental Paper Bag Co., dated Oct 3-12.

ATTENTION OF MR. BRANCHAMP:

"I beg to call your attention to the cobble stones piled up on one side of the alley leading from Exchange Place around to the alley at the back of our building. Owing to the laying of conduits in this alley recently these stones have been piled up here and they are very much in the way as at times the traffic in this alley becomes very much congested."

Oct. 5-12

Mr Thomas

The above conditions are due to the City Engr Dept. as we forwarded our order to repair same on Sept. 16-12.

E. J. B.

(Signed)...

P. L. Thomas
atk

#322

DELCHEP-PAYTON OCT 25, 1939 SERIAL No. 333
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { MATERIAL REQUISITION }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both

2. Dates 1929.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF ORDERS FOR MATERIAL ISSUED
(Purpose and general nature of record. Principal items of information

BY BUREAU OF MECHANICAL ELECTRICAL SERVICE
shown. Summary of forms used in making record, their headings, etc. If a very

ON STORE ROOM, SHOWING MATERIAL ORDER
general or miscellaneous record, detailed information as to type of records

NO. DATE NAME OF BUREAU NO. AND ACCOUNT
contained and dates covered by each should be given. Unless contents of these

CHARGED TO, LOCATION, QUANTITY, SIZE AND
records are described by other Forms 12-13R, such forms should be filled out

DISCRIPTION OF MATERIAL, SIGNATURE OF
and attached)

6. Contents--continued FOREMAN MAKING REQUISITION AND
PARTY APPROVING SAME, SEE COPY ATT'D.

7. Arrangement NUM. BY ORDER NO.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HOW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 BUNDLE 4 1/2" X 6 1/2" X 8 1/2" APPROX.
(Of record or container. Height, width, thickness or depth. Average number of
600 REQUISITIONS
pages or documents)

11. Location by dates and quantities IN 5TH. BIN FROM EAST WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,

2D ROW FROM TOP BY SOUTH WALL IN
cabinet, on floor)

VAULT NEAR ROOM 318 MUNICIPAL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

CITY OF BALTIMORE—BUREAU *Serial #333*
MATERIAL REQUISITION

TO _____ DATE _____

CHARGE THE FOLLOWING MATERIAL TO

W. O. NO. _____ ACCOUNT _____

LOCATION _____

QUANTITY

SIZE

DESCRIPTION

[Handwritten signature/initials]

FOREMAN

APPROVED

DEICHER-PEYTON-MACK NOV. 1, 1939 SERIAL No. 334
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title " MATERIAL ORDERS & CREDIT SLIPS "
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1938-1939
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling MATERIAL ORDERS & CREDIT SLIPS
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF BUREAU OF MECHANICAL ELECTRICAL
(Purpose and general nature of record. Principal items of information

SERVICE MATERIAL ORDERS ACCOMPANIED BY CREDIT
shown. Summary of forms used in making record, their headings, etc. If a very

SLIPS. MATERIAL ORDER SHOWS DATE, ORDER NO
general or miscellaneous record, detailed information as to type of records

WORK ORDER NO. ACCOUNT NO. LOCATION OF WORK,
contained and dates covered by each should be given. Unless contents of those

QUANTITY SIZE & DESCRIPTION OF MATERIAL,
records are described by other Forms 12-13PR, such forms should be filled out

UNIT PRICE, DATE OF DELIVERY, NAME OF PARTY
and attached)

6. Contents--continued MAKING DELIVERY & PARTY RECEIVING MATL.
CREDIT SLIP SHOWS TICKET NO. FOREMAN'S NAME
WORK ORDER NO., ACCT NO., LOCATION, QUANTITY, SIZE,
DESCRIPTION, CLASS, UNIT PRICE, MATL. DEL'D. & RECD. BY.
7. Arrangement CHRONO. BY DATE OF ORDER.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing H.W. ON PRINTED FORMS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 BUNDLE 4" X 6 1/2" X 8 1/2" APPROX. 800
(Of record or container. Height, width, thickness or depth. Average number of
ORDERS.
pages or documents)
11. Location by dates and quantities IN 5TH. ROW FROM TOP 4TH. BIN
(Room, vault, wall--N.E.S.W., section, bin, shelf,
FROM E. WALL BY S. WALL IN VAULT NEAR ROOM
cabinet, on floor)
318 MUNICIPAL BLDG.
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DEIPHER - MACK - FAWCETT DEC. 19, 1939 SERIAL No. 335
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title " MATERIAL RECEIVED "
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates JAN. 6, 1914 - NOV. 4, 1915
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling MATERIAL RECEIVED
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF RECORD OF RECEIPT OF CAR
(Purpose and general nature of record. Principal items of information

LOAD SHIPMENTS OF MATERIAL FOR USE IN
shown. Summary of forms used in making record, their headings, etc. If a very

ELECTRICAL CONSTRUCTION WORK SHOWING
general or miscellaneous record, detailed information as to type of records

INITIAL AND NO. OF RAILROAD CAR, DATE
contained and dates covered by each should be given. Unless contents of these

OF RECEIPT ORIGINATING POINT OF SHIPMENT,
records are described by other Forms 12-13HR, such forms should be filled out

ITEMIZED LIST OF CONTENTS GIVING UNITS AND
and attached)

6. Contents--continued WEIGHTS AND SIGNATURE OF PARTY
RECEIVING SHIPMENT.

7. Arrangement CHRONO. BY DATE OF RECEIPT OF SHIPMENT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HOW ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 VOLUME 12" X 6" X 3/4" 150 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities IN WOOD CABINET BY NORTH
(Room, vault, wall--N.E.S.W., section, bin, shelf,

WALL IN VAULT NEAR ROOM 102 CITY HALL
cabinet, on floor)

BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELICHER-MACK-FAWCETT DEC. 6, 1939 SERIAL No. 336
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "SUMMARY OF MATERIAL"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1900 - 1902.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 VOLUME
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling SUMMARY OF MATERIAL 1900 - 1902.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF SUMMARY OF MATERIAL USED BY
(Purpose and general nature of record. Principal items of information

ELECTRICAL COMMISSION IN STATED PERIOD
shown. Summary of forms used in making record, their headings, etc. If a very

SHOWING DATES DESCRIPTION AND KIND OF
general or miscellaneous record, detailed information as to type of records

MATERIAL USED AMOUNT USED AND COST OF SAME.
contained and dates covered by each should be given. Unless contents of those

ALSO SHOWS AMOUNT OF TERRE COTTA AND
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued FIBRE CONDUIT LAID IN 1901.

7. Arrangement CHRONO. BY DATE MATERIAL USED.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HOW ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 VOLUME 8³/₄" X 5³/₄" X 3¹/₄" 100 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities IN CABINET NO. 1 BY WEST
(Room, vault, wall--N.E.S.W., section, bin, shelf,

WALL IN VAULT NEAR ROOM 102 CITY HALL
cabinet, on floor)

BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK-KILROY NOV. 10, 1939.

(Worker's full name)

(Date)

SERIAL NO. 337

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY, State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { POLICE FIRE ALARM & TELEGRAPH RECORD }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates NONE SHOWN
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 VOLUME.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF RECORD COVERING LOCATIONS OF
(Purpose and general nature of record. Principal items of information

POLICE FIRE ALARM AND TELEGRAPH BOXES
shown. Summary of forms used in making record, their headings, etc. If a very

AND THEIR CONNECTIONS SHOWING STREET
general or miscellaneous record, detailed information as to type of records

LOCATIONS, DESCRIPTION OF ALL CONNECTIONS,
contained and dates covered by each should be given. Unless contents of those

DISTRIBUTING BOXES, MAN HOLES, CONDUITS,
records are described by other Forms 12-13HR, such forms should be filled out

CABLES, SUBSIDIARY CONNECTIONS, WEIGHTS
and attached)

6. Contents--continued OF CASTINGS AND FULL DETAILS
AS TO MEASUREMENTS.

7. Arrangement ALPHA, BY NAME OF UNIT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing FRONT PAGE INDEX SHOWING NAME OF
(Self-contained--describe what it shows. If separate, fill out a form for it,

UNIT & PAGE NO.
and place cross reference here to that form by title and identification number)

9. Writing TYPED ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 VOLUME 14"X1"X8 1/2" 80 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities BOTTOM SHELF IN SAFE IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,

S.W. CORNER ROOM 322 MUNICIPAL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DEICHER-FAWCETT-MACK DEC. 20 1939 SERIAL NO. 338
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { HAULING RECORD }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1913 - 1915
(Earliest and latest dates; missing dates. Show exact date of breaks.)

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE MISSING
(If record discontinued, give reason and state

SYSTEM DISCONTINUED AS OF 1915.
whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF HAULING RECORD SHOWING
(Purpose and general nature of record. Principal items of information

DATE SUBJECT NAME OF TRANSFER COMPANY
shown. Summary of forms used in making record, their headings, etc. If a very

DATE OF HAULING NUMBER OF TEAMS
general or miscellaneous record, detailed information as to type of records

AMOUNT OF TIME FOR EACH TEAM AND
contained and dates covered by each should be given. Unless contents of those

SIGNATURE OF PARTY MAKING RECORD
records are described by other Forms 12-13HR, such forms should be filled out

SEE COPY ATT'D.
and attached)

6. Contents--continued

7. Arrangement

CHRONO. BY DATE OF RECORD.

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

NONE.

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

HDW. ON DEPARTMENTAL DATA SHEETS.

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

1 BUNDLE 2" X 9" X 12" 150 SHEETS.

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

IN WOOD CABINET BY EAST

(Room, vault, wall--N.E.S.W., section, bin, shelf,

WALL IN VAULT NEAR ROOM 102 CITY HALL
cabinet, on floor)

BLDF.

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

ELECTRICAL COMMISSION.

DEPARTMENT NOTES AND DATA TO BE PRESERVED IN DUPLICATE

#472

Date June 28-1913

Subject

Hauling from North Yard.
Bog

Briddell Transfer Co.

June 23- 3 O.H. Teams - 1 day each

24- 2 " " "

25- 1 " " "

26- 1 " " "

27- 1 " " "

28- 1 " " "

28- 1 Single " 5 hrs - 1 truck -

Sectold Bros.

June 23- 4 O.H. Teams - 1 day each

24- 2 " " "

26- 1 " " "

27- 1 " " "

(Signed)

A. P. Johnson

DELCHER-MACK-DILWORTH JAN. 15, 1940. SERIAL NO. 339.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
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VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { FIELD BOOKS }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1931-1936
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE MISSING
(If record discontinued, give reason and state

SYSTEM DISCONTINUED AS OF 1937.
whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF ELECTRICAL COMMISSION FIELD
(Purpose and general nature of record. Principal items of information.

BOOKS SHOWING DRAWINGS OF PROPOSED ELEC-
shown. Summary of forms used in making record, their headings, etc. If a very

TRICAL WORK GIVING LOCATION BY STREETS, TYPE
general or miscellaneous record, detailed information as to type of records

OF WORK DETAILED MEASUREMENTS AND
contained and dates covered by each should be given. Unless contents of those

CHANGES NECESSARY IN ORIGINAL PLOTS.
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued _____

7. Arrangement ALPHA, BY STREETS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)

9. Writing DRAWINGS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)

10. Size 1 DRAWER 11 1/2" X 13" X 24" 7 VOLUMES
(Of record or container. Height, width, thickness or depth. Average number of
100 PAGES EACH.
pages or documents)

11. Location by dates and quantities BOTTOM DRAWER IN WOOD
(Room, vault, wall--N.E.S.W., section, bin, shelf,
CABINET BY SOUTH WALL IN ROOM 322
cabinet, on floor)
MUNICIPAL BLDG.

12. Other information _____
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

DEICHER-MACK-FAWCETT DEC. 13, 1939 SERIAL NO. 340.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "ACCIDENT & INJURY CLAIMS ETC"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1917-1921
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 2 FILE BOXES
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling ACCIDENT & INJURY CLAIMS ETC.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF REPORT OF CLAIMS FOR PERSONAL
(Purpose and general nature of record. Principal items of information

INJURY OR PROPERTY DAMAGE MADE TO ELECTRICAL
shown. Summary of forms used in making record, their headings, etc. If a very

COMMISSION BY VARIOUS EMPLOYEES, OTHER PARTIES OR
general or miscellaneous record, detailed information as to type of records

FIRMS SHOWING DATE OF ACCIDENT OR DAMAGE
contained and dates covered by each should be given. Unless contents of those

LOCATION, PROBABLE CAUSE, NATURE OF ACCIDENT
records are described by other Forms 12-13HR, such Forms should be filled out

OR DAMAGE, NAMES OF ALL PARTIES INVOLVED, NAMES
and attached)

6. Contents--continued WITNESSES IF ANY AND IN SOME CASES
REPORT OF PHYSICIAN AND VARIOUS LEGAL PAPERS
ACCOMPANY REPORT SHOWING DISPOSITION OF CASE
7. Arrangement ALPHA BY NAME OF PLAINTIFF
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HAND & TYPED ON BLANK PAPER LETTER
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
HEAD AND DEPARTMENTAL DATA SHEETS
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 2 FILE BOXES 12" X 3" X 12" EACH APPROX
(Of record or container. Height, width, thickness or depth. Average number of
3500 REPORTS
pages or documents)
11. Location by dates and quantities IN BIN NO. 36 BY SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,
IN VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-MACK-FAWCETT DEC. 13, 1939 SERIAL No. 341
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { RECEIPTS }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1891-1902.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 FILE BOX.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF RECEIPTS FOR MONEY PAID TO
(Purpose and general nature of record. Principal items of information

TEMPORARY WORKERS FOR PERIODS OF LESS
shown. Summary of forms used in making record, their headings, etc. If a very

THAN ONE WEEK, SHOWING NAME OF EMPLOYEE,
general or miscellaneous record, detailed information as to type of records

DATE OF PAYMENT, DATES COVERED BY PAYMENT,
contained and dates covered by each should be given. Unless contents of these

CLASS OF LABOR, LOCATION OF WORK, AMOUNT
records are described by other Forms 12-13HR, such forms should be filled out

PAID - SIGNATURE OF FOREMAN AND SIGNATURE
and attached)

6. Contents--continued OF EMPLOYEE.

7. Arrangement ALPHA BY NAME OF EMPLOYEE.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)

9. Writing HQW. ON BLANK PAPER.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)

10. Size 1 FILE BOX 12" X 3" X 12" APPROX. 300
(Of record or container. Height, width, thickness or depth. Average number of
RECEIPTS
pages or documents)

11. Location by dates and quantities IN BIN NO. 26 BY SOUTH WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,
IN VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHER-MACK-FAWCETT DEC. 5, 1939 SERIAL NO. 342.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE.
(Office of custody) (Office which made the record, if different)
Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { RECORD OF CASH RECEIPTS }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates SEPT. 2, 1903 - JULY 2, 1904.
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 VOLUME.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE.
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF RECORD COVERING AMOUNTS PAID
(Purpose and general nature of record. Principal items of information

TO CITY BY VARIOUS PARTIES AND FIRMS FOR
shown. Summary of forms used in making record, their headings, etc. If a very

ELECTRICAL SERVICES, SHOWING DISCRPTION
general or miscellaneous record, detailed information as to type of records

AND LOCATION OF WORK, LABOR HOURS AND
contained and dates covered by each should be given. Unless contents of these

CHARGE, AMOUNT AND DISCRPTION OF MATL.
records are described by other Forms 12-13HR, such forms should be filled out

USED, CHARGE FOR TOOLS, DATE OF PAYMENT
and attached)

6. Contents--continued STAMPED, RECEIVED AND SIGNATURE
OF PARTY RECEIVING PAYMENT.
7. Arrangement CHRONO. BY DATE OF ENTRY.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing ALPHA BY NAME OF DEBTOR.
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)
9. Writing HDW. ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)
10. Size 1 VOLUME 17"X7"X3/4" 184 PAGES.
(Of record or container. Height, width, thickness or depth. Average number of
pages or documents)
11. Location by dates and quantities IN CABINET NUMBER 1 BY WEST WALL
(Room, vault, wall--N.E.S.W., section, bin, shelf,
IN VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELCHEM-MACK-DILWORTH JAN. 18, 1940 SERIAL No. 343
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { RECORD OF PERMITS }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1929 - 1938
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF RECORD OF PERMITS ISSUED
(Purpose and general nature of record. Principal items of information

TO C. & P. TELEPHONE CO. BY MECHANICAL
shown. Summary of forms used in making record, their headings, etc. If a very

ELEC. SERVICE BUREAU, SHOWING PERMIT NO.
general or miscellaneous record, detailed information as to type of records

LOCATION, WHETHER OR NOT CONDUIT USED,
contained and dates covered by each should be given. Unless contents of these

NAME OF C. & P. TEL. OFFICIAL NAME OF CITY
records are described by other Forms 12-13HR, such forms should be filled out

OFFICIAL APPROVING PERMIT AND DATE.
and attached)

6. Contents--continued SEE COPY ATTD

7. Arrangement CHRONO. BY DATE OF PERMIT.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HOW ON RULED SHEETS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 DRAWER 3" X 11 1/2" X 22" 117 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities 2D. DRAWER FROM LEFT SIDE IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,

TOP ROW IN WOOD CABINET BY SOUTH WALL
cabinet, on floor)

IN ROOM 322 MUNICIPAL BLDG.

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

C&P. TELEPHONE CO.
RECORD OF PERMITS

PERMIT NO.	LOCATION	CONDUIT	FOR C&P.	OK. BY	DATE
134624	809 E. 22nd St	No	Lahr	C.H.H.	8-12-38
134629	2324 E. Baltimore St.	"	"	"	"
134649	2013 Ruxton Ave	"	Warner	"	8-13-38
134650	713 N. Calhoun St	No	Warner	C.H.H.	8-13-38
134660	1616 E. Biddle St.	"	Rouse	J.H.S.	8-15-38
134678	3423 Falls Rd	"	Goodell	"	"
134686	30 N. Pulaskey	"	Rouse	"	"
134698	1913 ST. PAUL ST	No	"	J.H.S.	8-15-38
134713-14	1924-22 ETTING ST	"	"	J.H.S.	8-16-38
134740-41	110-112 W. 25th ST.	No	Rouse	J.G.F.	8-17-38
134746	116 McPhail St	"	"	J.H.S.	"
134744	Side 2242 E. Balto St	"	"	"	"
134751	3107 Oak St	"	"	"	"
134758	1615 McCulloch St	"	"	"	"
134765	2743 Fenwick Ave	No	Rouse	J.H.S.	8-18-38
134785-86	2209-11-13-15-17-19 Oak St	"	"	J.H.S.	"
134798	116 N. ELWOOD AVE	"	Rouse	J.G.F.	8-18-38
134799	3107 FAIR AVE	"	"	J.G.F.	8-18-38
	530 W. WEST ST.	"	Rouse	J.G.F.	8-18-38
	1130 DENVER ST. (Rear)	"	Rouse	J.G.F.	8-18-38
134804	810 N. FREMONT ST	"	Rouse	J.G.F.	8-18-38
134808	1314 N. FREMONT AVE	"	Rouse	J.G.F.	8-19-38
134819	418 LOGWOOD ST	"	Rouse	J.G.F.	8-19-38
134827	114 W. 25th ST.	"	Rouse	J.G.F.	8-19-38
134829	1917 N. REGISTER ST.	"	"	J.G.F.	8-19-38
134840	3002 E. FAVETTE ST	"	"	J.G.F.	8-19-38
134853	1912 W. Lafayette	"	Tripp	J.H.S.	8-20-38
134861	656 PORTLAND ST	"	"	"	"
134872	1048 N. DUBUQUE ST.	"	Grouse	"	8-22-38
134875	2315 OAK ST.	"	"	"	"
134881	3102 E. Fayette St	Yes	Grouse	C.H.H.	8-22-38
134886	2631 Guilford Ave	No	Rouse	C.H.H.	"
134888	115 N. EAST AVE	"	"	J.G.F.	8-22-38
134898	2603 Puget St	"	Blakesley	C.H.H.	"
134901	5114 Virginia Ave	"	Rouse	J.H.S.	"
134905	817 S. Streeter	"	"	"	8-23-38
134911	1730 N. Collington W. Side	No	"	C.H.H.	"
134944	136 W. 25th ST	"	"	"	"
134960	435 N. Milton Ave	"	"	"	8-24-38
134961	2224 Oak St	"	"	"	"
135034-35	1064 W. 25th ST	"	Grouse	J.H.S.	8-24-38
134980	4150 PIMLICO RD	"	Goodell	J.G.F.	8-24-38
134978	664 W. MULBERRY ST. (N.B. E. Conduit)	"	"	J.G.F.	8-24-38
134982	Harlem Ave	No	Grouse	J.H.S.	"

SERIAL. 343

#1000

DELCHER-MACK-DILWORTH JAN. 4, 1940. SERIAL NO. 344.
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title "CONCERNING LOCATION, DEPTH & CAPACITY C. & P. CONDUITS"
(Give present full title in quotes; assigned title, if any, in brackets.)
C. & P. TELEPHONE CONDUIT LOCATIONS
If record has had other titles, list them with dates or quantities or both

2. Dates 1898
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 ROLL
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling CONCERNING LOCATION DEPTH & CAPACITY C. & P. CONDUITS.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF RECORDS OF LOCATIONS BY STREETS
(Purpose and general nature of record. Principal items of information

DEPTH OF C. & P. CONDUITS IN CITY SHOWING
shown. Summary of forms used in making record, their headings, etc. If a very

CAPACITY OF CONDUIT, DATE LAID, MEASUREMENTS
general or miscellaneous record, detailed information as to type of records

FROM CENTER OF MANHOLE TO STREET CURB, CENTER
contained and dates covered by each should be given. Unless contents of these

OF CONDUIT TO CURB, AVERAGE DEPTH FROM
records are described by other Forms 12-13AR, such forms should be filled out

SURFACE OF STREET TO TOP OF CONDUIT, AVERAGE
and attached)

6. Contents--continued TO BOTTOM OF CONDUIT AND WIDTH
OF CONDUIT.

7. Arrangement ALPHA BY STREET NAME.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED ON RULED SHEETS.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 ROLL 4" X 24" 27 SHEETS.
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities BIN 22 BY WEST WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,

VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-PEYTON
(Worker's full name)

OCT 5, 1939
(Date)

SERIAL NO. 345
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title { PURCHASE ORDERS }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1934-1938
(Earliest and latest dates; missing dates. Show exact date of breaks.)

3. Quantity 1 FILE DRAWER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are
missing, if possible)

6. Contents CONSISTS OF CITY PURCHASING ORDER SHOWING
(Purpose and general nature of record. Principal items of information

NAME OF VENDOR, DELIVER TO, DELIVERY PROMISED,
shown. Summary of forms used in making record, their headings, etc. If a very

PURCHASE ORDER NO. DEPT. COMPTROLLER'S SYMBOL COST ACCT,
general or miscellaneous record, detailed information as to type of records

WORK ORDER NO. QUANTITY UNIT DESCRIPTION PRICE PER
contained and dates covered by each should be given. Unless contents of these

UNIT, EXTENSION AND SIGNATURE OF DEPT. HEAD, SEE ATT'D. COPY.
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement CHRONO. BY DATE OF ORDER.

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing HdW. & TYPED ON PRINTED FORM.

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 FILE DRAWER 10"X15"X27" APPROX. 7000 ORDERS.

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities IN BOTTOM DRAWER IN WOODEN

(Room, vault, wall--N.E.S.W., section, bin, shelf,

CABINET BACK OF DOOR IN VAULT NEAR ROOM
cabinet, on floor)

318 MUNICIPAL BLDG.

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

CENTRAL PURCHASING BUREAU MUNICIPAL BLDG

DEPT.

VENDOR

COMPTROLLERS
SYMBOL _____

Cast, Accr. _____

WORK ORDER NO. _____

DELIVER TO

DELIVERY PROMISED

Copy

DEPT. HEAD

DELCHER-MARK-FANPETT DEC 1, 1939 SERIAL NO 346
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

1. Title {INSPECTORS FIELD BOOKS}
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1913-1914
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 35 BOOKS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF INSPECTORS FIELD BOOKS CONTAINING
(Purpose and general nature of record. Principal items of information

ROUGH DRAWINGS AND PENCIL NOTATIONS OF MANHOLES
shown. Summary of forms used in making record, their headings, etc. If a very

SHOWING LOCATIONS BY STREETS, TYPE, SIZE, COVERS,
general or miscellaneous record, detailed information as to type of records

FRAMES AND DETAILED MEASUREMENTS.
contained and dates covered by each should be given. Unless contents of those

ALSO SHOWS NAME OF INSPECTOR.
records are described by other Forms 12-13HR, such forms should be filled out

and attached)

6. Contents--continued

7. Arrangement BY DISTRICTS IN RESPECTIVE BOOKS
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)

9. Writing DRAWINGS & HAND ON RULED PAGES.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)

10. Size 30 BOOKS 7 1/4" X 1 1/4" X 4 3/4" EACH 5 BOOKS 8 1/2" X 1 1/2" X 5 1/2"
(Of record or container. Height, width, thickness or depth. Average number of
EACH 50 PAGES EACH.
pages or documents)

11. Location by dates and quantities IN BIN NO. 16 BY SOUTH WALL IN
(Room, vault, wall--N.E.S.W., section, bin, shelf,
VAULT NEAR ROOM 102 CITY HALL BLDG.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DELCHER-MACK
(Worker's full name)

JAN. 31, 1940.
(Date)

SERIAL NO. 347
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL
(Name of building, room number, street address)

INCINERATOR NO. 2 PHILA. RD. & HERRING RUN

1. Title "WEEKLY SALVAGE REPORT"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1936 - -
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 BUNDLE
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling WEEKLY SALVAGE REPORT
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF WEEKLY SALVAGE REPORTS OF SALVAGED
(Purpose and general nature of record. Principal items of information

MATERIAL SOLD FROM INCINERATOR NO. 2 SHOWING
shown. Summary of forms used in making record, their headings, etc. If a very

KIND OF MATERIAL, AMOUNT SOLD CURRENT WEEK
general or miscellaneous record, detailed information as to type of records

TOTAL SOLD FROM JAN. 1ST TO END OF CURRENT
contained and dates covered by each should be given. Unless contents of these

WEEK. AMOUNT OF BILL RENDERED FOR CURRENT
records are described by other forms 12-13HR, such forms should be filled out

WEEK VALUE REC'D JAN 1ST TO DATE, AVERAGE
and attached)

6. Contents--continued PRICE PER CWT. AND SIGNATURE OF
GENERAL STOREKEEPER.
SEE ATTD COPY

7. Arrangement CHRONO. BY WEEK ENDING DATE.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE.
(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing TYPED ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size 1 BDL 2"X7"X12" APPROX 200 REPORTS
(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities IN DRAWER IN WOODEN DESK BY W.
(Room, vault, wall--N.E.S.W., section, bin, shelf,

WALL IN OFFICE OF INCINERATOR NO. 2.
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

(Date of publication)

DEPARTMENT PUBLIC WORKS

BUREAU OF STORES

M. D. B. 1319

REPORT OF SALVAGED MATERIAL SOLD FROM INCINERATOR

No. 2 - Philadelphia Road & Herring Run

RECEIVED
JAN 13 1936
BUREAU OF MECHANICAL SERVICE

MATERIAL SALVAGED	SOLD WEEK ENDING	TOTAL REPORTED WEEK ENDING	TOTALS FROM JAN. 1st TO	BILLS RENDERED WEEK ENDING	Am't Bills Previously Rendered, Week Ending	VALUE RECD From Jan. 1-1936 To Jan. 11, 1936	AVERAGE PRICE
PAPER	76,305 lbs		76,305 lbs	156 43		156 43	\$.205 cwt.
CARDBOARD	47,960 "		47,960 "	168 06		168 06	.354 "
RAGS	3,772 "		3,772 "	106 29		106 29	2.82 "
CURTAINS	2,592 "		2,592 "	37 79		37 79	1.46 "
BURLAP	1,690 "		1,690 "	21 23		21 23	1.25 "
CARPET							
RUBBER	2,190 "		2,190 "	8 76		8 76	.40 "
MATTRESSES							
SCRAP IRON							
METALS							
BOTTLES	3,430 lbs		3,430 lbs	51 45		51 45	.75 C.
BROKEN GLASS	6,860		6,860				
TIN SCRAP	47,100 lbs		47,100 lbs	53 62		53 62	2.55 G.T.
TIN CANS	92,210 "		92,210 "	187 30		187 30	4.55 G.T.
TOTALS	277,249 "		277,249 "	790 93		790 93	

GENERAL STOREKEEPER

Serial # 347.

Serial # 347

DEICHER-MACK JAN. 31, 1940 SERIAL NO. 348
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND
Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

INCINERATOR NO. 2 PHILA. RD. & HERRING RUN.

1. Title { TRASH TONNAGE & SALVAGE CHART }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1927 - -
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 CHART.
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF CHART SHOWING NUMBER OF TONS
(Purpose and general nature of record. Principal items of information

OF TRASH DELIVERED TO AND SALVAGED BY
shown. Summary of forms used in making record, their headings, etc. If a very

INCINERATOR NO. 2 PER YEAR FROM 1927
general or miscellaneous record, detailed information as to type of records

TO 1939 INCL AND GRAND TOTAL FOR SAME
contained and dates covered by each should be given. Unless contents of these

PERIOD GIVING PERCENTAGE OF SALVAGE,
records are described by other Forms 12-13HR, such forms should be filled out

SEE ATTD. COPY.
and attached)

6. Contents--continued

7. Arrangement

1 CHART

(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing

NONE

(Self-contained--describe what it shows. If separate, fill out a form for it,

and place cross reference here to that form by title and identification number)

9. Writing

CHART

(Handwritten. Handwritten printed form. Handwritten printed head. Typed.

Typed printed form. Typed printed head. Printed. Photostat. Other. Give months

and years covered by each kind of writing)

10. Size

1 CHART 7 1/2" x 9"

(Of record or container. Height, width, thickness or depth. Average number of

pages or documents)

11. Location by dates and quantities

IN WOODEN CABINET BY NORTH WALL

(Room, vault, wall--N.E.S.W., section, bin, shelf,

IN OFFICE OF INCINERATOR NO. 2.

cabinet, on floor)

12. Other information

(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known

to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints

(Author)

(Publisher)

(Place of publication)

(Date of publication)

Serial # 348

BUREAU OF MECHANICAL-ELECTRICAL SERVICE

INCINERATOR DIVISION
INCINERATOR No 2

TRASH TONNAGE AND SALVAGE

1927 ~ 1939

YEAR	TRASH DEL'VD TONS	SALVAGE TONS	
1927	745	90	
1928	37,856	6,307	
1929	44,538	6,650	
1930	55,039	8,259	
1931	57,974	8,269	
1932	65,462	9,878	
1933	44,431	7,032	
1934	54,198	6,469	
1935	50,672	6,264	
1936	46,406 *	5,890	
1937	51,948	6,650	
1938	48,802	7,470	
1939	44,549	6,660	
1940			
1941			
1942			
TOTAL	602,610	85,888	14.19%

INFORMATION FURNISHED BY BUREAU OF STREET
CLEANING AND BUREAU OF STORES

* Closed One month - Stack Relining

DEICHER-MACK JAN 31, 1940 SERIAL NO. 349
(Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE,
(Office of custody) (Office which made the record, if different)

Address of office of custody 320 MUNICIPAL BLDG
(Name of building, room number, street address)

INCINERATOR NO. 2 PHILADELPHIA RD. & HERRING RUN.

1. Title { DELIVERY RECEIPTS }
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1938 - -
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 55 BOOKS
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling NONE
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF DELIVERY RECEIPTS FOR
(Purpose and general nature of record. Principal items of information

MATERIAL DELIVERED TO VARIOUS FIRMS
shown. Summary of forms used in making record, their headings, etc. If a very

FROM INCINERATOR NO. 2 SHOWING DATE
general or miscellaneous record, detailed information as to type of records

OF DELIVERY, NAME OF FIRM MATERIAL
contained and dates covered by each should be given. Unless contents of these

DELIVERED TO, QUANTITY POUNDS DESCRIPTION
records are described by other Forms 12-13HR, such forms should be filled out

OF MATERIAL, TRUCK NO. AND SIGNATURE
and attached)

6. Contents--continued OF PARTY RECEIVING MATERIAL
7. Arrangement NUM. BY NO. OF RECEIPT
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)
8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)
9. Writing HDW. ON PRINTED FORM.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)
10. Size 55 BOOKS 8 1/2" X 5 1/2" X 3/4" EACH APPROX.
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)
2700 COPIES.
11. Location by dates and quantities ON SHELF IN WOODEN CABINET BY
(Room, vault, wall--N.E.S.W., section, bin, shelf)
NORTH WALL IN OFFICE OF INCINERATOR
cabinet, on floor)
NO. 2.
12. Other information
(Condition of record if not good. Relation to other records.
Information on prior, subsequent, or similar records. Whether record is known to have been kept earlier than dates shown in item 2)
13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

DELIVERY RECEIPT Serial # 349

Baltimore, June 27 1938

M

RECEIVED OF CITY OF BALTIMORE

BUREAU OF MECHANICAL-ELECTRICAL SERVICE

FROM No. 2 INCINERATOR

THE FOLLOWING:

Nº 10542

QUANTITY	POUNDS	DESCRIPTION
	16080	
	6890	
110 Bales	9190	Baled Scrap Metal
<div style="display: flex; align-items: center; justify-content: center;"> <div style="font-size: 4em; margin-right: 20px;">VOID</div> <div style="border: 1px solid black; border-radius: 50%; padding: 20px; text-align: center;"> Triplicate copies </div> </div>		

Received by

Truck No.

Per

 United Iron & Metal Co.
 257-727 James Chandler

DELCHEM-MACK
(Worker's full name)

JAN. 31, 1940
(Date)

SERIAL NO. 350.
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
Washington, D.C.

VOLUMES AND UNBOUND RECORDS FORM

County BALTIMORE CITY, State MARYLAND

Name of agency or office BUREAU OF MECHANICAL ELECTRICAL SERVICE
(Office of custody) (Office which made the record, if different)

Address of office of custody ROOM 320 MUNICIPAL BLDG.
(Name of building, room number, street address)

INCINERATOR NO. 2 PHILA RD. & HERRINE RUN

1. Title "INCINERATOR #2 MONTHLY LABOR & TONNAGE CHART"
(Give present full title in quotes; assigned title, if any, in brackets.)

If record has had other titles, list them with dates or quantities or both)

2. Dates 1935--
(Earliest and latest dates; missing dates. Show exact date of breaks).

3. Quantity 1 LOOSE LEAF BINDER
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling INCINERATOR NO. 2 MONTHLY LABOR & TONNAGE CHART.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records NONE
(If record discontinued, give reason and state

whether same information shown in another record. Explain why records are

missing, if possible)

6. Contents CONSISTS OF LABOR & TONNAGE CHARTS SHOWING
(Purpose and general nature of record. Principal items of information

DAILY TONNAGE OF MATERIAL SALVAGED AT INCINERATOR,
shown. Summary of forms used in making record, their headings, etc. If a very

HOURS WORKED, DAILY LABOR COST, CONDITION OF
general or miscellaneous record, detailed information as to type of records

WEATHER, AVERAGE TONS PER HOUR, AVERAGE
contained and dates covered by each should be given. Unless contents of these

PRICE PER TON, TOTAL TONS, HOURS AND
records are described by other Forms 12-13HR, such forms should be filled out

LABOR COST FOR MONTH. SEE COPY ATT.
and attached)

6. Contents--continued

7. Arrangement CHRONO. BY MONTHS.
(Chronologically--by what? Numerically--by what? Alphabetically--by what?)

8. Indexing NONE
(Self-contained--describe what it shows. If separate, fill out a form for it,
and place cross reference here to that form by title and identification number)

9. Writing CHART
(Handwritten. Handwritten printed form. Handwritten printed head. Typed.
Typed printed form. Typed printed head. Printed. Photostat. Other. Give months
and years covered by each kind of writing)

10. Size 1 LOOSE LEAF BINDER 8" X 12" X 1 1/2" 48
(Of record or container. Height, width, thickness or depth. Average number of
CHARTS.
pages or documents)

11. Location by dates and quantities IN DRAWER IN WOODEN DESK
(Room, vault, wall--N.E.S.W., section, bin, shelf,
BY W. WALL IN OFFICE INCINERATOR NO. 2
cabinet, on floor)

12. Other information
(Condition of record if not good. Relation to other records.

Information on prior, subsequent, or similar records. Whether record is known
to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)

(Place of publication)

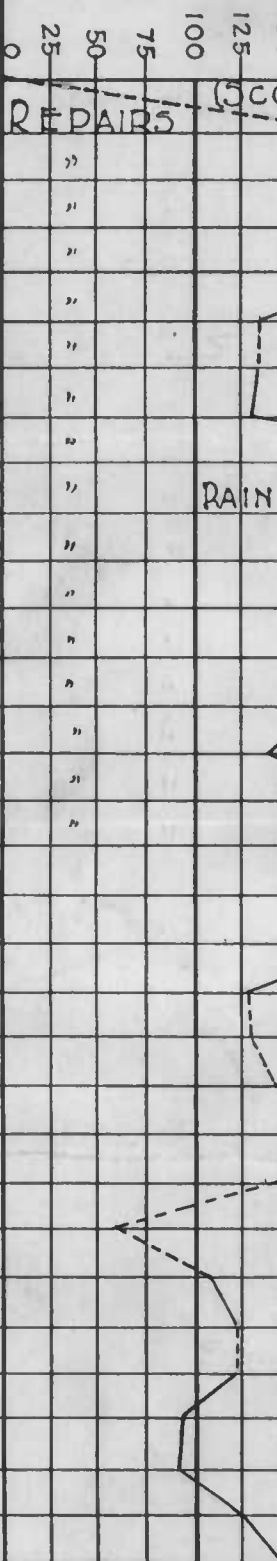
(Date of publication)

BUREAU OF MECHANICAL-ELECTRICAL SERVICE INCINERATOR DIVISION

DAILY TONNAGE & HOURS - INCINERATOR No 2 - MONTH OF JAN. 1935

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

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